CITY OF UPLAND

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Program Year 2015-16
DRAFT
September 2016

Consolidated Annual Performance and Evaluation Report (CAPER) FY 2015-16

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Attachments:

- *IDIS Reports*
- *Year End Analysis FY 2015-16*
- *Monitoring Standards*
- *Public Notice*

CR-05 - Goals and Outcomes

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

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

The Progam Year (PY) 2015 Consolidated Annual Performmance and Evaluation Report (CAPER) refelects the City of Upalnd's efforts to coordinate funding in order to deliver comprehensive community development projects and services to citizens. This report summarizes how federal funds were invested from July 1, 2015-June 30, 2016, to meet the goals and objectives identified in the FY 2015-19 Consolidated Plan and Substantial Amendment to the Consolidated Plan FY 2015-19, June 2016.The City's partnership with the U.S. Department of housing and Urban Development (HUD) has enabled significant investment in the neighborhoods. The Community Development Block Grant Funds (CDBG) received from HUD have provided infrastructure improvements, Façade Rehabilitation, Homeless prevention, neighborhood preservation and public services,

The PY 2015 CAPER reflects results from the first year of the FY 2015-19 Consolidated Plan. The Consolidated Plan is a comprehensive document that describes the City's housing market conditions identifies the need for affordable housing and community development and provides strategies to address the needs over a five-year period. The Consolidated Plan provides a vision for community development and housing actions with the primary goals of providing ecomonic development opportunities, business enhancement through façade rehabilitation, improve neighborhoods, Improve public facilities and infrastructure, Provide public services for low-income residents, Prevent and elimate homelessness and esure equal access to housing opportunites.

There was a shift from providing Code Enforcement activities to providing Economic Development activities in FY 2015. The following detail outlines the proposed versus actual outcome.

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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
Economic Opportunity	Non-Housing Community Development	CDBG: $0	Jobs created/retained	Jobs	15	N/A	0.00%	N/A	N/A	
Economic Opportunity	Non-Housing Community Development	CDBG: $0	Businesses assisted	Businesses Assisted	8	0	0.00%	N/A	N/A	
Facade Rehabilitation	Non-Housing Community Development	CDBG: $124,000 Spent $7,207.50	Facade treatment/business building rehabilitation	Business	0	0	0.00%	4	0	0.00%
Facade Rehabilitation	Non-Housing Community Development	CDBG: $0	Businesses assisted	Businesses Assisted	15	0	0.00%	4	0	0.00%
Fair Housing Services	Affordable Housing	CDBG: $26,550	Other	Other	2500	0	0.00%	500	78* Fair Hsg 517* Mediation (*Data provided by IDIS and IFHMB system)	119%

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Homelessness Prevention Services	Homeless	CDBG: $	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	37	0.00%	0	37	
Homelessness Prevention Services	Homeless	CDBG: $18,882	Homelessness Prevention	Persons Assisted Foothill Family Pacific Lifeline	150	37	25%	33	37	113%
Neighborhood Preservation	Non-Housing Community Development	CDBG: $15,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted Graffiti	201450	0	0.00%	24145	763 inspections 10,857 sq ft	100%
Neighborhood Preservation	Non-Housing Community Development	CDBG: $79,748 Plus $65,171 prior year activities in PY 2015	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted Code Enf ERP-2013-14 ERP 2014-15	500	0	0.00%	100	996 inspections Plus 18 households	100%

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Neighborhood Preservation	Non-Housing Community Development	CDBG: $177,818	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted Concrete 14-15	0	21350		100%	21350	100%
Public Facilities Improvements	Non-Housing Community Development	CDBG: $161,595 $0 spent	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted Concrete 15-16	8000	0	25.38%	2030	0	0.00%
Public Services for low-income familie	Non-Housing Community Development	CDBG: $43,774	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4000	926	22.25%	810	926	109.88%
Public Services for low-income families	Non-Housing Community Development	CDBG: $	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	

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

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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.

High Priorities:

Priority 1 -Business Opportunites – Substantial Amendment June 2016

Priority 2 -Business enhancement through Façade rehabilitation

Downtown Façade Program –PY 2015, 3 clients in process, City should meet the goal in PY 2016

Priority 3 – Improve Neighborhoods

Graffiti Removal – PY 2015, 763 inspections and 10,857 sq ft graffiti removed in the CDBG areas. City met the goal.

Code Enforcement – PY 2015, 996 inpsections were completed in the CDBG areas. City met the goal

Emergency Repair Program FY 2013-14 – PY 2015, 15 households were completed by very-low income residents. City met the 15 households goal.

Emergency Repair Program FY 2014-15 – PY 2015, 3 households were completed by very-low income residents. Anticipate meeting the goal by PY 2016.

Priority 4 –Improve Public Facilities and Infrastructure

Concrete Improvement Project FY 15-16 (CT/BG 0824.02) – PY 2015, not started, anticipate meeting the objective by PY 2016.

Concrete Improvement Project FY 14-15 – PY 2015, improvements have been completed.

Priority 5 – Provide Public Service to low-income residents

After School Program – PY 2015, 233 persons have been assisted. City met the 200 person goal.

Vic's Place AfterSchool Program – PY 2015, 59 person have been assisted. The City met the 15 person goal.

His Hands Ministry – Food Pantry – PY 2015, 464 persons assisted. The City met the 15 person goal.

Food Security Program – PY 2015, 100 persons assisted. The City met the 15 person goal.

Inland Valley Drug & Alchol Recovery – FY 2015, 47 persons assisted. The City met the 15 person goal.

More than a Meal – FY 2015, 23 persons assisted. The City met the 15 person goal

Priority 6 – Prevent and Elimenate Homelessness

Foothill Family Shelter – PY 2015, 15 person assisted. City met the 15 person goal.

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Pacific Lifeline (Transitional Housing) – PY 2015, 22 persons assisted. City met the 18 person goal.

Priority 7 – Ensure Equal Access to Housing Opportunities

Fair Houisng Services – PY 2015, process and mediate fair housing complaints, 78 persons assisted for fair housing complaints

and 517 persons assisted for Landlord and Tenant Mediation services. City met the 500 person goal.

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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	639
Black or African American	107
Asian	21
American Indian or American Native	16
Native Hawaiian or Other Pacific Islander	6
Total	**789**
Hispanic	459
Not Hispanic	330

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

Narrative

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		2,588,545	149,273

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
Citywide	33		
Historic Downtown	23		
Low- and Moderate-Income Census Tracts/Block Groups	44		

Table 4 – Identify the geographic distribution and location of investments

Narrative

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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.

The City of Upland staff has successfully obtained Federal funding to support a variety of projects to assist the very low-, low- and moderate -income population of Upland. The Public Works Department (Priority 6 Projects) funding has been designated with the following resources: $xx,xxx of Gas Tax, $xx,xxx Measure I, $xxx,xxx from General Capital Outlay, $xx,xxx Street and Traffic Fund, $xx,xxx Storm Drain Development Fund, $xx,xxx Park Development, $x,xxx Water Utility Fund, Sewer Fund $xxx,xxx and $xxx,xxx of CDBG funds.

DEVELOPMENT SERVICES DEPARTMENT - The City aggressively pursues Development Services opportunities in order to revitalize the local economy. Housing Rent Revenue funds generated from City owned apartment complexes assist the development of affordable elderly and large family housing and relieve some lower income households from their housing cost burdens. The Upland Successor Housing Agency has provided funding for the following programs:

Housing Improvement, Neighborhood Revitalization, First Time Homebuyer Program, Senior Housing, Rental Acquisition and Rehabilitation Program and Town Center and Foothill Boulevard Infrastructure Improvements.

However, the California Supreme Court upheld statute (AB1X 26) that eliminated redevelopment agencies (RDA's) throughout the State as of February 1, 2012. As part of the dissolution process the Oversight Board to the Successor Agency of the Upland Community Redevelopment Agency was formed. The City of Upland elected to act as the Successor Agency. Therefore, no RDA funding as of 2/1/2012 would be made available for the above programs.

HOME/CALHOME Funds - The City will continue to submit applications for State HOME/CalHome funding to assist in improving the housing stock and various federally designated target areas. In fiscal year 2015-16, HOME/CalHome/Housing Rent Revenue funds were expended which assisted, xx (x) families through the Owner Occupied Rehabilitation Program, zero (0) multi-family housing units were made affordable through the Rental Rehab/Acquisition Program, and zero (0) individuals were assisted through with the First Time Home Buyer Program. The Agency preserved xx (xx) units through its Emergency Grant Program.

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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	**0**	**0**
Number of special-needs households to be provided affordable housing units	**0**	**0**
Total		

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 the rehab of existing units	**20**	**18**
Number of households supported through the acquisition of existing units	**0**	**0**
Total		

Table 6 - Number of Households Supported

Numbers from prior year activity for ERP FY 2013-14 and 2014-15

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

The Emergency Repair Activity remains open for FY 2014-15. Anticipate to meet the goal by PY 2016.

Discuss how these outcomes will impact future annual action plans.

There are other funding souces to provide this activity in FY 2016-17.

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

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	6	0
Low-income	12	0
Moderate-income	0	0
Total	**0**	**0**

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Table 7 – Number of Persons Served

Narrative Information

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

On January 28, 2016, a Point in Time (PIT) count was conducted. The PIT is a comprehensive survey used to count the number of homeless living the Upland on the street, in shelters, safe haven or in transitional housing, or in areas not meant for human habitation. A portion of the survey addresses the needs of those surveyed, and ask questions to assess needs related to topics such as housing, job training/placement, medical/dental services, Social Security Disability Insurance, food stamps, mental health services, food, general educational development classes, clothing transportation, emergency shelter, temporary assistance for needy families, legal assistance, Veteran's benefits, childcare, substance about services, life skills training, and/or HIV/AIDS assistance. The survey was done by volunteers who asked the homeless questions relating to their needs. The information was collected and compiled into a report by the San Bernardino County in order to provide a thorough analysis of the local homeless population. Homeless service providers assess the needs of homeless individuals and families during the intake process and input this information into the Homeless Management Information System (HMIS). HUD mandates that all HUD funded programs track their clients and services through this program which Annual Performance Report at the end of each grant year.

Addressing the emergency shelter and transitional housing needs of homeless persons

To address incidences of homelessness in Upland and to prevent extremely-low income Upland families from becoming homeless, the City places a high priority on programs that work to prevent homelessness or rapidly connect homeless individuals with housing and supportive services. To address this need, the City supported two Continuum of Care services in the City of Upland, the Stepping Stone Program (Foothill Family Shelter) and the Woman's Program (Pacific Lifeline), utilizing CDBG funding in addition to programs implemented through the San Bernardino County Coca to prevent and eliminate homelessness including, but not limited to, homeless prevention programs, emergency shelter programs and transitional housing. The two

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

The City of Upland offered two programs to assist homeless individuals with transition to permanent housing and independent living. Transitional housing programs help to facilitate access for homeless individuals or families to overcome barriers to obtaining housing. The City provides a resource brochure on housing and supportive services available. Another action designed to help homeless individuals transition to permanent housing was the Point in Time survey that was conducted on January 28, 2016. This offered outreach opportunities for the homeless community and provided a mechanism to inform special populations, such as veterans, of housing options available.

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 Upland continued to work in cooperation and collaboration with the Upland Housing Authority (UHA) to implement strategies related to public housing. The City executive leadership meets regularly with the UHA. The Upland Housing Authority owns and manages a 97-unit public housing project in Upland named Los Olivos, which was built in 1940.

Efforts to address "worst-case" needs, (people who pay more than 50% of their income in rent or those who live in seriously sub-standard housing) are assisted by programs like Section 8 and Fair Housing programs. For fiscal Year 2015-16, approximately XXX households were assisted by Section 8 programs.

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

The Upland Housing Authority has an ongoing residential initiative program, and an active resident council to give residents an active role in assisting the Housing Authority to improve management and operation of the Public Housing Program. The resident services after School Homework and Reading Program is an example of a program offered to Housing Authority residents during the week, throughout the year, that includes homework and employment preparation assistance, and a range of indoor and outdoor activities. There is no Home Ownership Program with the Upland Housing Authority. The City currently has a Down Payment Assistance Program.

Actions taken to provide assistance to troubled PHAs

No actions taken to provide assistance to troubled PHS's as the Upland Housing Authority is not considered troubled.

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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)

The Five-Year Consolidated Plan identifies public policies that can affect overall non-housing and housing availability, adequacy and affordability. These policies related to land use control, permit processing and fees, building codes and state tax policies. Each briefly described below:

The City of Upland received notification on November 25, 2013 from the State of California, Housing and Community Development that its updated Housing Element 2013-2021 was accepted. This plan calls out for preservation of 260 at risk units and of potential housing sites with the capacity to satisfy the City's share of the regional housing need at 1,589 units. New construction objectives include these 1,589 units and rehabilitation objectives include 260 units.

Zoning regulations establish a maximum residential density of 30 units per acre, and up to 55 dwelling units per acre in some areas of the Historic Downtown Upland Specific Plan. Density bonuses may be granted for projects providing housing for lower income families and the elderly. The State certified Upland Housing Element identifies twenty-nine (29) potential sites and various infill sites to create an additional 1,957 very-low, low- and moderate-income units with needs of the income categories identified as an additional 936 units. In addition, there are two (2) additional potential sites consisting of 122 units. In addition, the Zoning Ordinance contains special regulation for senior housing projects which allow developers to provide more affordable units. Therefore, adequate mechanisms are available to allow for construction of affordable housing. Upland currently has a current total of 859 assisted units.

All single-family residential tracts are reviewed by the Planning Commission; Multiple-family developments require review of the Site-Plan and/or Conditional Use Permit which takes approximately four to eight weeks to process through Administration and Planning Commission reviews. In some areas, Senior citizen housing requires review of a Conditional Use Permit by the Planning Commission. Subdivisions and parcel maps are also reviewed by the Commission and processing takes about six to eight weeks. If required for a major development, preparation of an environmental impact report may add six months to one year to the review process.

City fees are established on the basis of cost recovery to offset the costs of reviewing proposed developments for compliance with City policies and codes. Residential construction may involve the payment of several Community Development Services Department review and development impact fees. Building permits and plan check fees are based on building valuation.

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Fees charged by the City of Upland are comparable to or less than those of other cities in the area.

The City of Upland has adopted the Uniform Building Code, 2013 California Edition and established minimum construction standards necessary to protect the public health, safety and welfare. Because this code establishes minimum standards necessary, the City is not able to consider changing or allowing exceptions to those standards.

The tax policies of Upland do not constitute a barrier to affordable housing as they are not excessive, exclusionary or discriminatory.

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

Based on the 2010 census data, disabled persons or those with mental developmental and physical disabilities account for nine (9%) of the population. Programs developed for disabled persons include local handicapped centers such as Services Centers for independent Living, Housing for handicapped persons is provided by Coy D, Estes Senior Apartment complex where approximately eight (8) units are handicapped accessible.

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

The City and the Upland Housing Authority have implemented programs to identify, evaluate and reduce lead based paint hazards. These include providing printed materials that describe the lead hazards and prescribe methods for testing and regulations for removal. Lead hazard activities also include requirements for following all federal, state and local codes to assure lead based paint hazard is incorporated into building programs. Lead inspections occur for all owner occupied programs funded with HOME monies. City Housing staff has been trained at a U.S. HUD sponsored course by the League of California Homeowners as an Inspector-Risk Assessor in lead based paint hazards. Both will be vital in implementing results of lead based paint hazards within the Housing Rehabilitation Programs sponsored by the City of Upland. The Housing consultant recently completed and passed the State Inspector-Assessor License exam. Further information on lead based paint hazards is available at www.leadhelp.com and information about Upland Housing Assistance at www.ci.upland.ca.us.

The lead poison program is administered through the County of San Bernardino Department of Public Health-Child Health. They receive most of their referrals from the State Child Health and Disease Prevention (CHDP) Program and from public health clinics for children. The CHDP Program requires that all physicians receiving funding from the program test all children under five years of age for lead poisoning. If lead poisoning is discovered, the case is turned over to DHS, who will follow up and determine proper treatment. Since 1992, thirty-seven (37) cases of children with elevated blood lead levels (above 10 micrograms/deciliter) were reported in the City of Upland. There were, however, no serious accounts of Upland children with blood lead levels above 45 mg/dl (San Bernardino Department of Public Health 9/3/2014).

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Substantial progress has been made over the past four decades in reducing the number of children with elevated BLLs. Data from the 1676-1980 cycle of NHANES indicated that an estimated 88% of children aged 1-5 years had BLLs > 10 ug/dL(7). Since then, the percentage has fallen sharply, to 4.4% during 1991-1994 (NHANES III) (8), to 1.6% during 1999-2002 (9) and to .08% during 2007-2010. National estimates of the GM BLL, for children aged 1-5 year declined significantly over time, from a 1976-1980 estimated GM BLL of 15 ug/dL (CI + 14.2-15.8) to a 1988-1991 estimated GM BLL 3.6 ug/dL (CI = 3.3-4.0), and this trend continues. During 1999-2002, the GM BLL was 1.9 ug/dl (CI = 1.8-2.1), compared with the 2007-2010 estimated GM BLL of 1.3 ug/dL (CI = 1.3-1.4).

The greatest reductions have occurred among children in racial/ethnic and income groups that historically were most likely to have BLLs > 10ug/dL. These reductions reflect the impact of strategies coordinated and implemented at national, state, and local levels. They include elimination of lead in vehicle emissions, elimination of lead paint hazards in housing, reduction in lead concentrations in air, water, and consumer products marketed to children, and identification and increased screening of populations at high risk (3). However, the small numbers of NHAMES participants with BLLs . 10 ug/dL means that national estimates of the prevalence of BLLs this high are unstable, and year-to-year changes in prevalence are difficult to interpret. In the 2007-2008 and 2009-2010 NHANES cycles, nine and six survey participants, respectively, aged 15 years had BLLs > 10 ug/dL.

Childhood exposure to lead can have lifelong consequences. The significant differences between the GM BLLs by race/ethnicity and income indicate a persistent disparity. In January 2012, ACCLPP observed that these disparities can be traced to differences in housing quality, environmental conditions, nutrition and other factors designed to control or eliminate lead exposure (4).

CDC concurred with ACCLLP that primary prevention (i.e., ensuring that all homes are lead safe and do not contribute to childhood lead exposure) is the only practical approach to preventing elevated BLLs in children (10). Prevention required reducing environmental exposures from soil, dust, paint, and water, before children are exposed to these hazards. Efforts to increase awareness of lead hazards and nutritional interventions to increase iron and calcium, which can reduce lead absorption, are other key components of a successful prevention policy (4). Given the continued disparity in BLLs, resources should be targeted to those areas where children are most at risk. NHANES provides useful data measuring progress towards eliminating high BLLs and ensuring that resources are targeted toward the most vulnerable children.

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Char	1999-2002			2003-2006			2007-2010		
Poverty Income Ratio	**No.**	**GM BLL**	**96% CI**	**No.**	**GM BLL**	**96% CI**	**No.**	**GM BLL**	**96% CI**
<1.3	817	2.4	2.2-2.7	941	2.0	1.8-2.2	868	1.6	1.5-1.7
>1.3	677	1.6	1.4-1.7	852	1.4	1.3-1.5	642	1.2	1.1-1.3
Pre-1950	208	2.7	2.4-3.1	242	2.1	1.8-2.3	264	1.6	1.4-1.9
1950-1977	341	1.8	1.7-2.0	413	1.5	1.4-1.7	343	1.3	1.2-1.5
1978- or later	470	1.5	1.3-1.6	528	1.3	1.2-1.4	503	1.1	1.0-1.2
Refused/Don't know	602	2.5	2.2-2.7	696	2.0	1.8-2.3	543	1.6	1.5-1.7

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

The 2013-2021 State certified Upland Housing Element indicates that 9% of the population sampled in Upland had incomes below the poverty level. A total of 23,654 total households were identified in the 2010 census with 2,123 families below the poverty level. The household composition for Upland in 2000 and 2010: In 2010, married family households with children comprised 22% of Upland's households, down from 25% and lower than the county average of 27%. Upland's married family households without children increased slightly to 28% and are higher than the county at 26%. Upland has a lower percentage of one-person households than the county (20%) and smaller household size (2.8 in Upland compared to 3.3 in the county). Over the past decade, the number of Upland households increased by 1,272 and the population increased by 5,530. There were also slight shifts in the share of different types of households. The largest decline was in married family households with children, which fell by 350 households, or 6%. Married with no children increased by 695, and other family households increased by 770 (the majority represented by female households without husbands). Non family household trends have remained consistent over this time. Factors contributing to this "below poverty" population include a generally low level of education, lack of job skills training, the depressed regional economy and shortage of affordable childcare which prevents single-parents from joining the work force.

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

There are no idenfied weaknesses in the instructional structure to impede carrying out the strategies identified in the Action Plan.

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

The City works closely with the local, regional, county, state and federal agencies to obtain funding and providing services related to affordable housing.

Upland applied for and obtained funds from the following agencies:

HUD (Community Development Block Grant)

Federal Transpiration Funds

Non-Profit agencies

Upland has provided funds to the following local non-profit agencies that provide serves related to affordable housing:

Inland Fair Housing and Mediation Board (Fair Housing)

Foothill Family Shelter (formerly St Mark's Homeless Shelter)

Pacific Lifeline

The City had been and will be supportive of direct applications for funds for local CHDO's and other entities. The City will support all future rehabilitation efforts by the entities except when a project's objectives are not consistent with the objectives o the City. In addition, the City will continue to support funding applications for local non-profit service providers, and the City will provide notice to non-profits on its bid list when it receives a Notice of Funding Availability (NOFA) for programs related to affordable 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 2008-2013 City of Upland Analysis of Impediments to Fair Housing Choice identified four (4) impediments to fair housing Choice. Impediments No.1 remains unresolved. Based on the recommendations to address the impediments to fair housing choice that have been identified. including an implementation schedule.

OMB Control No: 2506-0117 (exp. 07/31/2015)

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Issue #1. Transit Access

Transit provides elderly people, low income people, youth, and others access to jobs, medical facilities, parks, housing, and public services. Omnitrans, the City's transit provider, has adopted service standards to ensure an equitable distribution of services. For instance, all areas having a minimum residential density of 3.5 dwelling units per acre or employment density of 10 jobs per acre, as measured over an area of 25 acres, should be provided with a transit service that places 90% of residences and jobs within one half mile of a bus stop. Omnitrans Short-Range Transit Plan (2004-2009) indicates that all neighborhoods and employment nodes in Upland are well served. Closer analysis of Upland's development patterns reveals an underserved area. Omnitrans does not have bus routes running through the northeastern portion of the Colonies Crossroads commercial development within the Colonies San Antonio Specific Plan area, more specifically the commercial area that includes the Home Depot, LA Fitness, Nordstrom Rack, etc.

2015 Status: Ongoing during the development of the Colonies Area

Recommendation: Consider lobbying Omnitrans to include Transit Service in the northeastern section of the Colonies Crossroads commercial development within the Colonies San Antonio Specific Plan Area.

Impediments to Fair Housing Choice

The 2013-2018 A.I. adopted May 13, 2013 revealed the following new impediments and recommendations:

2013-2018 Impediment No. 1: Definition of "Unrelated Family"

The City of Upland's current definition of "unrelated family" of Municipal Code 17.14.020 reads:

"A group of not more than five persons who need not be related by blood, marriage, or legal adoption (excluding servants) living together as a single housekeeping unit in a dwelling unit."

This definition may lead to the denial of housing opportunities to those who, because of their non-related relationship, live in a group setting.

According to the U.S. Department of Housing and Urban Development (HUD) Fair Housing Planning Guide Volume One, fair housing choice means the ability of persons regardless of race, color, religion, sex, handicap, familial status, or national origin, of similar levels to have available to them the same housing choices. Hence, both Federal and State fair housing law prohibit definitions of family that either intentionally discriminates against an individual or have the effect of excluding such an individual from housing.

In 1980, the California Supreme Court in the City of Santa Barbara v. Adamson assessed the City's ordinance that permitted any number of related people to live in a house in a specific residential zone, but limited the number of unrelated people who were allowed to do so to five. That was an impediment

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to Fair housing Choice, as a group home for individuals with disabilities that function like a family could have been excluded from specific residential zone solely because the residents were unrelated.

Recommendation: To address this impediment, the City plans to review and redefine the definitions of related, unrelated and foster family to ensure fair housing choice and equal housing opportunity for all individuals. New definitions of family and will be implemented in the City's municipal code, which is part of the Zoning Code. The new Upland Zoning code effective October 28, 2015.

2013-2018 Impediment No. 2: Siting of Emergency Shelter

State law requires cities to identify adequate sites, appropriate zoning, development standards, and a permitting process to facilitate and encourage development of emergency shelters and transitional housing. The courts have also passed subsequent rulings. To that end, State Law (SB2) requires jurisdictions to designate a zone and permitting process to facilitate the siting of such used. If a conditional use permit is required, the process to obtain the conditional use permit may not unduly constrain the siting and operation of such facilities.

SB2 also permits the City to apply limited conditions to the approval of ministerial permits for emergency shelters. The identified zone must have sufficient capacity to accommodate at least one year-round shelter.

According to the 2008-2014 Housing Element, the City intended to amend the Zoning Ordinance within one year of adoption of the Housing Element to permit homeless shelters with a ministerial permit within the (I) Institutional zone consistent with State law. The City did not make this change within one year of the adoption of the Housing Element, but intends to adopt the change.

Recommendation: New Zoning Ordinance effective October 28, 2015.

2013-2018 Impediment No.3: Discrimination again Persons with Disabilities

Upland is a diverse community where people of difference backgrounds live in close proximity to one another. Despite this high level of integration, discrimination complaints in Upland relating to disability have increased. **Table I** illustrates that the number of disability discrimination cases have nearly doubled in the last two fiscal years (IFHMB). These figures correlate to the FY 2010 State of Fair housing Annual Report where there is an increased trend of discrimination cases towards disability and the failure of making reasonable accommodations or modifications. In particular, persons with cognitive disabilities experience significantly more problems with these accommodations.

Table I

Discrimination Cases

Basis	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	Totals
Number of Disability Discrimination Cases - Upland	17	9	12	9	20	67
Number of Disability Discrimination Cases- State of California	4,410	4,675	4,458	4,839	N/A	18,382
Failure to Make a Reasonable Accommodations – State of California	2,094	2,401	2,252	2,556	N/A	9,303

N/A + Not Available

Source: Inland Fair Housing Mediation Board (2013) and the State of Fair Housing FY 2010 Annual Report

Recommendations: Upland Development Services Department of IFHMB could focus more public outreach and education on addressing these issues with the disabled population.

It is also recommended that the City contract with IFHMB to conduct expanded testing, (a minimum of 15 tests), in Upland to address issues of possible discrimination based on race, familial status, national origin, disability and other protected categories.

Recommendation to Address Impediments to Fair Housing Choice

The recommendations included in Table II on the following page outline the City's action plan to eliminate the four (4) impediments identified above. The recommendations include a designated agency or agencies that should be involved in the implementation of a particular recommendation, as well as a target date for completion or implementation.

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Fair Housing Plan Recommendations:

Table II

Fair Housing Plan Recommendations

Impediment		Recommended Action	Agencies	Timeline
2008-2013	#1 Transit Access	Consider lobbying Omnitrans to include transit service to include the northeastern section of the Colonies Crossroads commercial development with the Colonies San Antonio Specific Plan area	Development Services Department	Ongoing
2013-2018 No. 1	#1 Definition of "Unrelated Family"	To address this impediment, the City plans to review and re-define the definitions of related, un-related and foster family to ensure fair housing choice and equal housing opportunity for all individuals. New definitions of family will be implemented in the City's municipal code, which is part of the Zoning Code update effective October 28, 2015.	IFHMB, Development Services Department	Adopted New Zoning Code effective October 28, 2015.
2013-2018 No.2	Siting of Emergency Shelter	Adopted a new Zoning Ordinance effective October 28, 2015.	Development Services Department	Adopted new Zoning Code effective October 28, 2015
2013-2018 No. 3	Discrimination against Persons with Disabilities	Upland Development Services Department and IFHMB could focus more public outreach and education on addressing these issues with the disabled population. It is also recommended that the City contract with IFHMB to conduct expanded testing, (a minimum of 15 tests), in Upland to address issues of possible discrimination based on race, familial status, national origin, disability and other protected categories.	Development Services Department and IFHMB	Ongoing – working with IFHMB

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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

Recipient Monitoring (see Monitoring Standards – Attachment)

In order for the City to monitor itself, the Development Services Department charged with administering and implementing the Annual Action Plan, has developed an internal management plan to assure the proper and timely implementation of the strategic plan and the annual plan. Procedures have been put in place to assure proper compliance with all program requirements for the CDBG entitlement.

Since the CAPER is not completed until September of each year, an analysis of the comparison of the achievements of the recently completed program year cannot be measured against the goals identified in the strategic plan until that time. Most adjustments to the annual plan must be made every other year to try to meet the stated goals of the five-year strategic plan.

The Development Services Department also monitors the amount of available funding utilizing the IDIS and the City's accounting system to assure that uncommitted and expended funding does not exceed allowable HUD-recommended levels.

1. **Sub-Recipient Monitoring**

   The City of Upland Development Services Department is responsible for oversight of all designated sub-recipients of CDBG funds and will perform the following tasks:

   - Distinguish between sub-recipients, contractors, and other entities,
   - Execute written agreements containing all required elements before providing funds to sub-recipients
   - Periodically review sub-recipients in order to determine that program requirements are being met; and
   - Take effective corrective and remedial actions toward sub-recipients who do not comply.

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A Sub-recipient Grant Monitoring policy has been developed to ensure that Sub-recipients comply with OMB Circular A-133 regulations as well as City policies and procedures. The City's Staff conduct program monitoring and audits of the Sub-Recipient's or Service Provider's records and facilities throughout the program year.

The Development Services Department goal is to visit every sub-recipient each year. In years where a large number of subrecipients are awarded funds, the time constraints and the volume of programs being funded may make it difficult to do so. Therefore, by carefully examining sub-recipients' past performance, the Development Services Department will conduct a risk assessment to identify which sub-recipients require a more comprehensive monitoring. High-risk sub-recipients might include:

- Sub-Recipients new to the CDBG program;
- Sub-Recipients that have experienced turnover in key staff positions or a change in goals or direction.
- Sub-Recipients with previous compliance or performance problems including failure to meet schedules, submit timely reports, or clear monitoring or audit findings.
- Sub-Recipients carrying out high-risk activities (such as economic development); and
- Sub-Recipients undertaking multiple CDBG funded activities for the first time.

As part of its monitoring responsibility, the City shall review the quarterly performance reports (QPR), the annual single audit required of those Sub-Recipients or Service Providers subject to 24 CFR Part 44.6, and all financial information of the Sub-Recipients or Service Providers in order to conduct risk assessments, to ensure production and accountability, to ensure compliance with CDBG and any other federal requirements, and to evaluate their organizational and project performance. The monitoring activity and audits shall be by telephone, desk and/or an annual on-site visit as more fully set forth below.

a. Program Monitoring

The Sub-Recipient or Service Provider shall maintain financial, programmatic, statistical and other supporting records of its operations and financial activities in accordance with the requirements of the Housing and Community Development Act and its regulations and specifically shall prepare and maintain the following records and reports to assist the City in maintaining its record keeping requirements:

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1) Reports:
   a) Payment Request form.
   b) Quarterly Performance Reports to the City of Upland as shown on the Compliance Report commencing July 1, and ending June 30, each year.

2) Records:
   a) Documentation of the income level as defined by the HUD Guidelines set forth on the Compliance Report of persons and/or families participating in or benefiting by the Sub-Recipient's or Service Provider's program.
   b) Documentation of the number of persons and/or families participating in or benefiting by the Sub-Recipient's or Service Provider's program.
   c) Documentation of all CDBG funds received from the City or other funds to operate the program herein by Sub-Recipient or Service Provider.
   d) Documentation of expenses and procurement as identified in the Sub-Recipient's or Service Provider's Annual Program Budget.

Monitoring Processes

The monitoring process can include one or a combination of:

1) Desk Reviews:
   Reviews of financial and narrative reports, audit reports, correspondence and other documentation provided by the Sub-Recipient;

2) Telephone Contacts:
   Direct communication with the Sub-Recipient by telephone to ask or answer questions and check on the progress of the project; and/or

3) On-Site Monitoring:

Once during the term of the grant agreement, an authorized representative of the City will conduct an on-site audit of selected Sub-Recipient's or Service Provider's facilities. The on-site audit shall assess the Sub-Recipient's or Service Provider's compliance with CDBG regulations by a review of the program source documentation regarding compliance with the national objectives including documentation for all invoices paid, a review of Sub-Recipient's or Service Provider's financial records, a tour of the facility, and a review of Sub-Recipient's or Service Provider's policies and procedures. The City shall follow-up the on-site audit with a

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standardized letter stating the concerns, findings, and corrective actions required to bring Sub-Recipient or Service Provider into compliance with federal regulations.

Monitoring Reports Should Include

1. Background of the project/program;
2. Current findings (positive or negative) and follow-up on previous findings;
3. Recommendations (if any) for corrective action with a timeline for implementation;
4. Observations; and
5. Technical assistance provided to the Sub-Recipient.

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 citizen participation process for the CAPER involves a public review and comment period of 15 days. A public notice was placed in the Inland Valley Daily Bulletin, a newspaper of general circulation, on September 2, 2016. The report was also made available at the following locations:

City Clerk and Development Services Officer at Upland City Hall, 460 North Euclid Avenue
Gibson Senior Center, 250 North Third Avenue
Upland Public Library, 450 North Euclid Avenue
www.ci.upland.ca.us

XX public comments were received during public review period of September 2, 2016 to September 17, 2016.

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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 did not change the CDBG program objectives during the 2015 program year. However, began the process of initiating a Substantial Amendment to the Consolidated Plan FY 2015-19. This created a new goal of Economic Development. To address unemployment and/or underemployment in the community. The City supports the development and expansion of local small businesses through the provision of financial assistance to creat low- and moderate-income local jobs. Businesses seeking to startup a business or expand their existing business in downtown Upland. Businesses can apply for assistance so long as they can create and retain low- and moderate-incomme jobs. This approach fulfills several needs in the community, including addressing employment opportunity, offering a wide range of products and services to residents and creating the sales tax base.This goal is reflected in the PY 2016-17 Action Plan and will be reported in next year's CAPER.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants? No

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

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

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	UPLAND
Organizational DUNS Number	011032369
EIN/TIN Number	956000805
Indentify the Field Office	LOS ANGELES
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

ESG Contact Name

Prefix
First Name
Middle Name
Last Name
Suffix
Title

ESG Contact Address

Street Address 1
Street Address 2
City
State
ZIP Code
Phone Number
Extension
Fax Number
Email Address

ESG Secondary Contact

Prefix
First Name
Last Name
Suffix
Title
Phone Number
Extension
Email Address

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2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2015
Program Year End Date	06/30/2016

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

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

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OMB Control No: 2506-0117 (exp. 07/31/2015)

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

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

Table 8 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

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

Table 9 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

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

Table 10 – Shelter Information

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4d. Street Outreach

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

Table 11 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

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

Table 12 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	
Female	
Transgender	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 13 – Gender Information

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6. Age—Complete for All Activities

	Total
Under 18	
18-24	
25 and over	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 14 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
Persons with Disabilities:				
Severely Mentally Ill				
Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

Table 15 – Special Population Served

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

10. Shelter Utilization

Number of New Units – Rehabbed	
Number of New Units – Conversion	
Total Number of bed - nigths available	
Total Number of bed - nights provided	
Capacity Utilization	

Table 16 – Shelter Capacity

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

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OMB Control No: 2506-0117 (exp. 07/31/2015)

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2013	**2014**	**2015**
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Prevention under Emergency Shelter Grants Program			
Subtotal Homelessness Prevention			

Table 17 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2013	**2014**	**2015**
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Assistance under Emergency Shelter Grants Program			
Subtotal Rapid Re-Housing			

Table 18 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2013	**2014**	**2015**
Essential Services			
Operations			
Renovation			
Major Rehab			
Conversion			
Subtotal			

Table 19 – ESG Expenditures for Emergency Shelter

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11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Street Outreach			
HMIS			
Administration			

Table 20 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2013	2014	2015

Table 21 - Total ESG Funds Expended

11f. Match Source

	2013	2014	2015
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government			
Local Government			
Private Funds			
Other			
Fees			
Program Income			
Total Match Amount			

Table 22 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2013	2014	2015

Table 23 - Total Amount of Funds Expended on ESG Activities

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Attachments:

- *IDIS Reports*
- *Year End Analysis FY 2015-16*
- *Monitoring Standards*
- *Public Notice*

PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	304,349.00
02 ENTITLEMENT GRANT	517,709.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	822,058.00
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	143,064.87
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	143,064.87
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	57,025.51
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	200,090.38
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	621,967.62
PART III: LOWMOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	143,064.87
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	143,064.87
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	46,328.07
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	46,328.07
32 ENTITLEMENT GRANT	517,709.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	517,709.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	8.95%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	57,025.51
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	57,025.51
42 ENTITLEMENT GRANT	517,709.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	517,709.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	11.01%

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	16	420	5873683	2014 CDBG Concrete Improvement FY 2014-15	03K	LMA	$40.21
2014	16	420	5901544	2014 CDBG Concrete Improvement FY 2014-15	03K	LMA	$9,606.18
					03K	**Matrix Code**	**$9,646.39**
2015	2	422	5873683	2015 Graffiti Removal	05	LMA	$6,344.00
2015	2	422	5901544	2015 Graffiti Removal	05	LMA	$7,592.00
2015	4	429	5901544	2015 Inland Valley Recovery Services - Van Transportation	05	LMC	$3,591.50
2015	5	431	5873683	2015 Foothill Family Shelter - Stepping Stone Program	05	LMC	$3,506.25
2015	5	431	5901544	2015 Foothill Family Shelter - Stepping Stone Program	05	LMC	$3,506.25
2015	5	432	5901544	2015 Pacific Lifeline - Womans Shelter	05	LMC	$2,826.16
					05	**Matrix Code**	**$27,366.16**
2015	4	430	5901544	2015 Family Service Association - More than a Meal (Seniors)	05A	LMC	$1,250.00
					05A	**Matrix Code**	**$1,250.00**
2015	4	425	5873683	2015 After School Summer Program	05D	LMC	$9,419.91
2015	4	426	5873683	2015 Vic's Place/Diamond Ct. After School Program	05D	LMC	$5,731.14
2015	4	426	5901544	2015 Vic's Place/Diamond Ct. After School Program	05D	LMC	$60.86
					05D	**Matrix Code**	**$15,211.91**
2015	4	428	5901544	2015 Inland Valley HOPE Partners -Food Security Program	05W	LMC	$2,500.00
					05W	**Matrix Code**	**$2,500.00**
2013	6	393	5873683	Development Services Dept - Emergency Repair Program FY 13-14	14A	LMH	$13,171.00
2013	6	393	5901544	Development Services Dept - Emergency Repair Program FY 13-14	14A	LMH	$28,000.00
					14A	**Matrix Code**	**$41,171.00**
2015	2	423	5873683	2015 Code Enforcement	15	LMA	$25,407.27
2015	2	423	5901544	2015 Code Enforcement	15	LMA	$20,512.14
					15	**Matrix Code**	**$45,919.41**
Total							**$143,064.87**

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	2	422	5873683	2015 Graffiti Removal	05	LMA	$6,344.00
2015	2	422	5901544	2015 Graffiti Removal	05	LMA	$7,592.00
2015	4	429	5901544	2015 Inland Valley Recovery Services - Van Transportation	05	LMC	$3,591.50
2015	5	431	5873683	2015 Foothill Family Shelter - Stepping Stone Program	05	LMC	$3,506.25
2015	5	431	5901544	2015 Foothill Family Shelter - Stepping Stone Program	05	LMC	$3,506.25
2015	5	432	5901544	2015 Pacific Lifeline - Womans Shelter	05	LMC	$2,826.16
					05	**Matrix Code**	**$27,366.16**
2015	4	430	5901544	2015 Family Service Association - More than a Meal (Seniors)	05A	LMC	$1,250.00
					05A	**Matrix Code**	**$1,250.00**
2015	4	425	5873683	2015 After School Summer Program	05D	LMC	$9,419.91
2015	4	426	5873683	2015 Vic's Place/Diamond Ct. After School Program	05D	LMC	$5,731.14
2015	4	426	5901544	2015 Vic's Place/Diamond Ct. After School Program	05D	LMC	$60.86
					05D	**Matrix Code**	**$15,211.91**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	4	428	5901544	2015 Inland Valley HOPE Partners -Food Security Program	05W	LMC	$2,500.00
					05W	**Matrix Code**	**$2,500.00**
Total							**$46,328.07**

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	7	434	5873683	2015 CDBG Administration	21A		$21,388.45
2015	7	434	5901544	2015 CDBG Administration	21A		$22,044.17
					21A	**Matrix Code**	**$43,432.62**
2015	6	433	5873683	2015 Fair Housing Services (Fair Housing Landlord Tenant)	21D		$6,867.61
2015	6	433	5901544	2015 Fair Housing Services (Fair Housing Landlord Tenant)	21D		$6,725.28
					21D	**Matrix Code**	**$13,592.89**
Total							**$57,025.51**

PGM Year: 1994
Project: 0002 - CONVERTED CDBG ACTIVITIES
IDIS Activity: 2 - CDBG COMMITTED FUNDS ADJUSTMENT

Status: Open 6/30/2000 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: Acquisition of Real Property (01)
National Objective:

Initial Funding Date: 01/01/0001
Description:

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
		Pre-2015		$3,947,000.00	$0.00	$0.00
		1988	B88MC060569		$0.00	$357,000.00
		1989	B89MC060569		$0.00	$371,000.00
		1990	B90MC060569		$0.00	$364,000.00
		1991	B91MC060569		$0.00	$407,000.00
CDBG	EN	1992	B92MC060569		$0.00	$429,000.00
		1993	B93MC060569		$0.00	$554,000.00
		1994	B94MC060569		$0.00	$603,000.00
		1995	B95MC060569		$0.00	$764,000.00
		1996	B96MC060569		$0.00	$100,000.00
		1998	B98MC060569		$0.00	($2,000.00)
Total	**Total**			**$3,947,000.00**	**$0.00**	**$3,947,000.00**

Proposed Accomplishments

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		

American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Female-headed Households:					0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.

PGM Year: 2013
Project: 0006 - DEVELOPMENT SERVICES DEPT - EMERGENCY REPAIR PROGRAM FY 13-14
IDIS Activity: 393 - Development Services Dept - Emergency Repair Program FY 13-14

Status: Open
Location: 460 N Euclid Ave Upland, CA 91786-4732

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Rehab; Single-Unit Residential (14A)
National Objective: LMH

Initial Funding Date: 11/05/2013

Description:

The Emergency Repair Program (ERP) provides a grant for emergency repairs to single-family homes and mobile homes of very-low income families 50% or below area median income.
The grant is available to income eligible homeowners who live within Upland's City limits.
The ERP program provides a $4,000 grant for emergency repairs to owner-occupied single-family homes including mobile homes.
All emergency repairs will be verified by program staff.
Immediate or exigent repairs to the structual, mechanical, plumbing, electrical or code violation items within the home will receive priority assistance over other lesser construction concerns.
The cost of installing smoke and carbon monoxide detectors, ground fault circuit interceptors (GFCI) outlets, low flow toilets (1.6 gal) and seismically securing water heaters are in addition to the maximum program grant amount.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		$74,000.00	**$0.00**	$0.00
		2014	B14MC060569		$41,171.00	$58,625.00
Total	**Total**			**$74,000.00**	**$41,171.00**	**$58,625.00**

Proposed Accomplishments

Housing Units : 16

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	19	8	0	0	19	8	0	0
Black/African American:	1	0	0	0	1	0	0	0
Asian:	1	0	0	0	1	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0

Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**21**	**8**	**0**	**0**	**21**	**8**	**0**	**0**
Female-headed Households:	17		0		17			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	9	0	9	0
Low Mod	12	0	12	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	21	0	21	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2013	No activity for 1st quarter FY 2013-14 No activity for 2nd quarter FY 2013-14 No activity for 3rd quarter FY 2013-14 No activity for 4th quarter FY 2013-14 Need to utilize funding from FY 2012-13	
2014	1st quarter served 0 Upland clients 2nd quarter served 0 Upland clients 3rd quarter served 3 Upland clients 4th quarter served 3 Upland clients for a total of 6 Upland clients	
2015	1st quarter completed 4 Emergency Repair Program FY 2013-14 applicants 2nd quarter completed 5 Emergency Repair Program FY 2013-14 applicants 3rd quarter completed 4 Emergency Repair Program FY 2013-14 applicants 4th quarter completed 2 Emergency Repair Program FY 2013-14 applicants Total of 15 Emergency Repair Program FY 2013-14 were completed in FY 2015-16	

PGM Year: 2014
Project: 0006 - DEVELOPMENT SERVICES DEPT - EMERGENCY REPAIR PROGRAM FY 14-15
IDIS Activity: 410 - 2014 Development Services Dept. - Emergency Repair Program FY 2014-15

Status: Open
Location: 460 N Euclid Ave Upland, CA 91786-4732

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Rehab; Single-Unit Residential (14A)
National Objective: LMH

Initial Funding Date: 10/22/2014

Description:

The Emergency Repair Program (ERP) provides a grant for emergency repairs to single-family homes and mobile homes of very-low income families 50% or below the area median income.
The grant is available to income eligible homeowners who live within Upland's City limits.
The ERP program provides a $4,000 grant for emergency repairs to owner-occupied single-family homes including mobile homes.
All emergency repairs will be verfied by program staff.
Imediate or exigent repairs to the structual, mechanical.
plumbing, electrical or code violation items within the home will receive priority assistance over other lesser constuction.
The cost of installing smoke and carbon monoxide detectors, ground fault circuit interceptors (GFCI) outlets, low flow toilets (1.6) and seismically securing water heaters are in addition to the maximum grant amount.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		$25,000.00	$0.00	$0.00
Total	**Total**			**$25,000.00**	**$0.00**	**$0.00**

Proposed Accomplishments

Housing Units : 6

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	3	1	0	0	3	1	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0

Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**3**	**1**	**0**	**0**	**3**	**1**	**0**	**0**
Female-headed Households:	2		0		2			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	3	0	3	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	3	0	3	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2014	1st quarter no assistance has been provided 2nd quarter no assistance has been provided 3rd quarter no assistance has been provided 4th quarter no assistance has been provided Currently utilizing FY 2012-13 CDBG funding. And also FY 2013-14 funding.	
2015	1st quarter no assistance has been provided. 2nd quarter no assistance has been provided. 3rd quarter served 2 Upland client. 4th quarter served 1 Upland client.	

PGM Year: 2014
Project: 0016 - CDBG CONCRETE IMPROVEMENT FY 2014-15
IDIS Activity: 420 - 2014 CDBG Concrete Improvement FY 2014-15

Status: Open
Location: 460 N Euclid Ave Upland, CA 91786-4732

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Street Improvements (03K)
National Objective: LMA

Initial Funding Date: 02/04/2015

Description:

The public infastructure in the southern section of the City contains numerous loctions in need of concrete repair.
Census tracks 8.10.0 within the eligible CDBG areas.
Cost Summary: Professional services (design, administration, inspection, arborist services), General work (storm watter pollution provention planerosion control, traffic pedestrain control and safety, street improvements (sawcut, remove, reconstruct P.C.C.
sidewalk, driveway approach ADA curb ramp and detectable warning device, parkway clearing, grading and resoration,

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		$198,842.19	$0.00	$0.00
		2013	B13MC060569		**$0.00**	$356.94
		2014	B14MC060569		**$9,646.39**	$14,158.92
Total	**Total**			**$198,842.19**	**$9,646.39**	**$14,515.86**

Proposed Accomplishments

People (General) : 2,492
Total Population in Service Area: 4,332
Census Tract Percent Low / Mod: 52.77

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter Engineering Division of Public Works continues to make progress on the formulation of the contract specifications for the project, which are now approx. 95% complete. Engineering staff is preparing the construction cost estimate for the project and are reviewing possible advertising dates for the project. 2nd quarter competed the contract specifications for the project; advertised and conducted a public bid opening. And preparing a staff report to the Upland City Council to recommend award of the construction contract. 3rd quarter presented the contract to the Upland City Council, who in turn awarded the low bid on January 11, 2016 to FS Construction. The contractor submitted all required bonds and insurance certificates for the project. A preconstruction meeting was held on January 20, 2016 to review and discuss all aspects of the project. The City issued a Notice to Proceed (NTP) to the contractor on February 4, 2016. Actual construction began on February 8, 2016 and was completed March 9, 2016. 4th quarter the Upland City Council authorized the Notice of Completion to be recorded and was recorded on April 18, 2016.	

PGM Year: 2015
Project: 0001 - Facade Rehabilitation
IDIS Activity: 421 - 2015 Downtown Facade Enhancement Program

Status: Open
Location: 460 N Euclid Ave 460 N. Euclid Avenue Upland, CA 91786-4732

Objective: Create economic opportunities
Outcome: Sustainability
Matrix Code: Rehab; Publicly or Privately-Owned Commercial/Industrial (14E)
National Objective: SBA

Initial Funding Date: 11/24/2015

Description:

Provide funding up to $30,000 to property owners-business tenants in the form of a conditional grant for, the applicant will be required to sign a recorded 5-year maintenance covenant on the property.
All faÃ¿Â§ade improvements will be pre-approved by the City to ensure cohesive and complementary look that will restore historical architectural features of the building if any and make the business more visually interesting to attract business in the Upland's Historic Downtown area.
FaÃ¿Â§ade improvements will include: paint, windows and doors, signage, awnings, historical restoration, anti-graffiti window film, decorative architectural improvements or enhancements or lighting.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$124,000.00	$0.00	$0.00
Total	**Total**			**$124,000.00**	**$0.00**	**$0.00**

Proposed Accomplishments

Businesses : 4

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter worked on guidelines and program forms. 2nd quarter received City Council approval of guidelines in October 2015. 3rd quarter loan review committee approved 2 applicants. 4th quarter loan review committee approved 1 applicant.	

PGM Year: 2015
Project: 0002 - Neighborhood Preservation
IDIS Activity: 422 - 2015 Graffiti Removal

Status: Open
Location: 460 N Euclid Ave 460 N. Euclid Avenue Upland, CA 91786-4732

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Public Services (General) (05)
National Objective: LMA

Initial Funding Date: 10/01/2015

Description:

The City of Upland and the Police Department recognize the need to aggressively combat blight conditions created by those who, without regard for the community good, seek to maliciously vandalize private and public property.
Funds will allow for the continued removal of Graffiti in the eligible CDBG areas.
Graffiti removal will be provided by a contractor in the federally designated CDBG eligible areas, including apartment complexes, which result in more attractive condition for the residents and businesses in these areas.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$15,000.00	$13,936.00	$13,936.00
Total	**Total**			**$15,000.00**	**$13,936.00**	**$13,936.00**

Proposed Accomplishments

People (General) : 20,000
Total Population in Service Area: 21,350
Census Tract Percent Low / Mod: 59.60

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter provided 284 graffiti calls and a total of 6,166 sq ft in eligible CDBG areas. 2nd quarter provided 427 graffiti calls and a total of 4,055 sq ft in eligible CDBG areas. 3rd quarter provided 436 graffiti calls and a total of 8,722 sq ft in eligible CDBG areas. 4th quarter there was no funding for CDBG areas. Total of 1,147 graffiti calls and a total of 18,943 sq ft in eligible CDBG areas.	

PGM Year: 2015
Project: 0002 - Neighborhood Preservation
IDIS Activity: 423 - 2015 Code Enforcement

Status: Open
Location: 460 N Euclid Ave 460 N. Euclid Avenue Upland, CA 91786-4732

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Code Enforcement (15)
National Objective: LMA

Initial Funding Date: 10/01/2015

Description:

Funds Code Enforcement officers for the Police Department who will provide property inspection, focusing on property maintenance and unhealthy substandard living conditions in eligible CDBG areas.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$79,748.00	$45,919.41	$45,919.41
Total	**Total**			**$79,748.00**	**$45,919.41**	**$45,919.41**

Proposed Accomplishments

People (General) : 100
Total Population in Service Area: 21,350
Census Tract Percent Low / Mod: 59.60

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter completed 279 inspections in eligible CDBG areas 2nd quarter completed 309 inspections in eligible CDBG areas 3rd quarter completed 314 inspections in eligible CDBG areas 4th quarter completed 94 inspections in eligible CDBG areas Total of 996 inspections completed in FY 2015-16 Code Enforcement officers responded in the CDBG areas to property maintenance complaints. Any property out of compliance with the Upland Municipal Code are provided notification of the violation and given the opportunity to remedy the situation. In the first quarter there were 12 administrative citations , 5 properties were posted with notice to vacate, 136 signed removed from public property and 45 abandoned shopping carts removed. Code Enforcement strived to achieve the work program of the CDBG contract. The need for Code Enforcement in the City of Upland is an ongoing process of monitoring conditions, educating the public, and providing customer service. Code Enforcement has been tasked with illegal marijuana dispensaries which consumes a considerable amount of investigative work and involvement with the City Attorney office and court to close the dispensary. In addition to monitoring such things as landscaping, structure maintenance and trash, Code Enforcement now monitors living conditions and more serious health and safety issues. Code Enforcement works closely with the Finance Division to monitor properties having no water service and consequently need to vacate the residents.	

PGM Year: 2015
Project: 0003 - Public Facilities Improvements
IDIS Activity: 424 - 2015 CDBG Concrete Imprvement FY 2015-16

Status: Open
Location: 1370 N Benson Ave 1370 N. Benson Avenue Upland, CA 91786-2163

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Street Improvements (03K)
National Objective: LMA

Initial Funding Date: 10/01/2015

Description:

Census tracks 8.24.2 (Amber Ct, Palm Ave.
and Laurel Ave.)Cost summary - Professional services (design, administration (labor compliance), inspection, construction survey, arborist services), General work (storm water pollution preventionerosion control, trafficpedestrian control and safety, Street Improvements (sawcut, remove, reconstruct P.C.C.
sidewalkdrivewayalley approach, ADA curb ramp with detectable warning device, R&R PCC curb & gutter, parkway clearing, grading & restoration, hydroseed parkway.
remove and install tree (if necessary) R&R crosswalk striping pavement legends (thermoplastic) Misc.
items, bid advertising and reproduction costs.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		$28,831.30	$0.00	$0.00
		2015	B15MC060569	$132,764.00	$0.00	$0.00
Total	**Total**			**$161,595.30**	**$0.00**	**$0.00**

Proposed Accomplishments

Total Population in Service Area: 2,030
Census Tract Percent Low / Mod: 52.71

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter 0 activity for this project. Currently completing CDBG Concrete FY 2014-15. 2nd quarter 0 activity for this project. Currently completing CDBG Concrete FY 2014-15. 3rd quarter 0 activity for this project. Currently completing CDBG Concrete FY 2014-15. 4th quarter 0 activity for this project. Currently completing CDBG Concrete FY 2014-15. Total of 0 activity for this project. Currently completing CDBG Concrete FY 2014-15.	

PGM Year: 2015
Project: 0004 - Public Services for low-income families
IDIS Activity: 425 - 2015 After School Summer Program

Status: Open
Location: 460 N Euclid Ave 460 N. Euclid Avenue Upland, CA 91786-4732

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Youth Services (05D)
National Objective: LMC

Initial Funding Date: 10/01/2015

Description:

Provide learning camps designed to reinforce academics over the summer months so at-risk students are no longer at a disadvantage when the school year begins.
Each themed week will have an academic component as well as focus on promoting health and good citizenship.
The concepts of team work, physical fitness and cooperative interaction are stressed.
Our curriculum will emphasize literacy and STEM.
Weekly activities will include group games, art and crafts, PE, science, character counts and special activities.
NASA-JPL has provided programing support the past two years in the form of science assemblies.
All staff is trained in providing state standard based lessons and activities.
Each site will have a spanish speaking staff person to better serve those participants where English is their second language.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	**EN**	**2015**	**B15MC060569**	$9,716.00	$9,419.91	$9,419.91
Total	**Total**			**$9,716.00**	**$9,419.91**	**$9,419.91**

Proposed Accomplishments

People (General) : 200

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	81	34
Black/African American:	0	0	0	0	0	0	33	9
Asian:	0	0	0	0	0	0	9	5
American Indian/Alaskan Native:	0	0	0	0	0	0	2	2
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	4	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	5	2
Black/African American & White:	0	0	0	0	0	0	20	7
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	79	71

Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**233**	**130**
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	108
Low Mod	0	0	0	54
Moderate	0	0	0	32
Non Low Moderate	0	0	0	39
Total	0	0	0	233
Percent Low/Mod				83.3%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter served 233 youth clients in the City of Upland 2nd quarter served 0 youth clients in the City of Upland 3rd quarter served 0 youth clients in the City of Upland 4th quarter served 0 youth clients in the City of Upland A total of 233 youth clients were served in FY 2015-16 Program goals were met in the first quarter. Two, two-week camps were held at each site. The focus this year was NASA(A view from earth) & Deep Sea Exploration. Summer camps were held at 3 different locations. Baldy View, Cabrillo & Memorial Park. This allowed walking participants to participate in the program. We have the Girl Scouts of American came out and conducted a Bullying Session. We also had visits from Upland Fire Department, Upland Medical Group, Konica Ice, and Upland Animal Shelter. Biggest challenge this year was finding funds to purchase supplied and equipment for the Summer Camp program. Getting the word out to students is still a challenge. The school district does not allow flyers to go out to parents, so we have to rely on word of mouth and interest from former participants.	

PGM Year: 2015
Project: 0004 - Public Services for low-income families
IDIS Activity: 426 - 2015 Vic's Place/Diamond Ct. After School Program

Status: Open
Location: 717 W 9th St Upland, CA 91786-5817

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Youth Services (05D)
National Objective: LMC

Initial Funding Date: 10/01/2015

Description:

Thie program funds a collaborative effort in providing activities at Diamond Court and Upland Housing Authority apartment complexes that will assist in reducing the "At Risk" environment.
Activities include: computer activities, recreational programs, Health and Safety assistance, homework assistance and neighborhood improvement projects.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$5,792.00	$5,792.00	$5,792.00
Total	**Total**			**$5,792.00**	**$5,792.00**	**$5,792.00**

Proposed Accomplishments

People (General) : 15

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	23	12
Black/African American:	0	0	0	0	0	0	14	4
Asian:	0	0	0	0	0	0	4	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	17	17
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**59**	**33**

Female-headed Households:	0	0	0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	44
Low Mod	0	0	0	8
Moderate	0	0	0	7
Non Low Moderate	0	0	0	0
Total	0	0	0	59
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter 32 Youth clients participated from the City of Upland 2nd quarter 13 Youth clients participated from the City of Upland 3rd quarter 12 Youth clients participated from the City of Upland 4th quarter 2 Youth clients participated from the City of Upland a Totol of 59 Youth clients participated in FY 2015-16 The goal of this program is to assist children with their homework an also provide enrichment, play educational games and activities in a safe neighborhood environment. The funds are used for staff costs. This program serves children that live in transitional housing which cause the attendance to fluctuate.	

PGM Year: 2015
Project: 0004 - Public Services for low-income families
IDIS Activity: 427 - 2015 St. Joseph Church - His Hands Ministry - Food Pantry

Status: Open
Location: 877 N Campus Ave 877 N. Campus Avenue Upland, CA 91786-3930

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Food Banks (05W)
National Objective: LMC

Initial Funding Date: 10/01/2015

Description:

His Hands Ministry provide a three day supply of food to low-income and homeless families in the Upland area.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$11,083.00	$0.00	$0.00
Total	**Total**			**$11,083.00**	**$0.00**	**$0.00**

Proposed Accomplishments

People (General) : 15

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	367	291
Black/African American:	0	0	0	0	0	0	36	0
Asian:	0	0	0	0	0	0	8	0
American Indian/Alaskan Native:	0	0	0	0	0	0	14	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	2	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	35	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**464**	**291**
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	388
Low Mod	0	0	0	61
Moderate	0	0	0	14
Non Low Moderate	0	0	0	1
Total	0	0	0	464
Percent Low/Mod				99.8%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter served 405 Upland clients 2nd quarter served 59 Upland clients 3rd quarter served 0 Upland clients (no funding) 4th quarter served 0 Upland clients (no funding) A total of 464 clients have been served utilizing CDBG funds for FY 2015-16 We have almost met our yearly goal. We have gone out and participated in outreach programs hosted by the City of Upland, to ensure that they are reaching all of those that could benefit from their services with the community. We contribute the increase in clients with those efforts.	

PGM Year: 2015
Project: 0004 - Public Services for low-income families
IDIS Activity: 428 - 2015 Inland Valley HOPE Partners -Food Security Program

Status: Open
Location: 904 E California St 904 E. California Street Ontario, CA 91761-1917

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Food Banks (05W)
National Objective: LMC

Initial Funding Date: 10/01/2015

Description:

Inland Valley HOPE Partners - Food Security Program helps families in poverty to maintain healthy and avoid homelessness by providing emergency services and advocacy . Emergency food consists of 3 days worth of basic staple food.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$5,000.00	$2,500.00	$2,500.00
Total	**Total**			**$5,000.00**	**$2,500.00**	**$2,500.00**

Proposed Accomplishments

People (General) : 15

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	93	68
Black/African American:	0	0	0	0	0	0	7	1
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**100**	**69**
Female-headed Households:	0		0		0			

Income Category:	Owner	Renter	Total	Person
Extremely Low	0	0	0	92
Low Mod	0	0	0	0
Moderate	0	0	0	8
Non Low Moderate	0	0	0	0
Total	0	0	0	100
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter served 13 Upland clients 2nd quarter served 13 Upland clients 3rd quarter served 16 Upland clients 4th quarter served 58 Upland clients Total of 100 clients served for FY 2015-16 We provided 15 meals per household member to those in need of our food services. We also provided community service referrals and resource materials to our clients.	

PGM Year: 2015
Project: 0004 - Public Services for low-income families
IDIS Activity: 429 - 2015 Inland Valley Recovery Services - Van Transportation

Status: Open
Location: 1260 E Arrow Hwy Upland, CA 91786-4982

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Public Services (General) (05)
National Objective: LMC

Initial Funding Date: 10/01/2015

Description:

Program provides a van driver for the Inland Valley Recovery Services residential treatment facility providing 75 beds for menwomen and those with children.
Drug and alcohol abuse typically includes loss of income and a lack of transportation.
IVRS clients are striving to heal relationships, regain employment, and improve their overall life situation through a recovery process.
These individuals need to have transportation assistance to enable them to reach various public and private facilities where they can receive the programs and services that help them recover and become responsible members of the community (i.e.
healthcare, dental care, legal services and courts, etc.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$7,183.00	$3,591.50	$3,591.50
Total	**Total**			**$7,183.00**	**$3,591.50**	**$3,591.50**

Proposed Accomplishments

People (General) : 15

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	26	7
Black/African American:	0	0	0	0	0	0	10	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	11	11
Asian/Pacific Islander:	0	0	0	0	0	0	0	0

Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**47**	**18**
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	47
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	47
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter provided transportation for 15 clients 2nd quarter provided transportation for 10 clients 3rd quarter provided transportation for 9 clients 4th quarter provided transportation for 13 clients Total of 47 clients served in FY 15-16 Provided van transportation for Upland residents of the residential drug and alcohol treatment facility.	

PGM Year: 2015
Project: 0004 - Public Services for low-income families
IDIS Activity: 430 - 2015 Family Service Association - More than a Meal (Seniors)

Status: Open
Location: 250 N 3rd Ave 250 N. 3rd Street Upland, CA 91786-6009

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Senior Services (05A)
National Objective: LMC

Initial Funding Date: 10/01/2015

Description:

Meals are provided at the Gibson Senior Center in Upland.
Family Service Association helps preserve dignity and independent by delaying nursing home placement, as well a reducing the frequency of hospitalizations and improving physical health through meeting nutritional needs.
FSA has a registered dietician who regulates the nutrient value of each meal they serve.
Over 600 seniors will participate in a congregate, group setting for a meal in an environment that officers socialization and opportunities to interact with other senior residents at the Gibson Senior Center.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$5,000.00	$1,250.00	$1,250.00
Total	**Total**			**$5,000.00**	**$1,250.00**	**$1,250.00**

Proposed Accomplishments

People (General) : 15

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	18	1
Black/African American:	0	0	0	0	0	0	1	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	2	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	2	1
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0

Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**23**	**2**
Female-headed Households:	0		0		0			

Income Category.

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	23
Total	0	0	0	23
Percent Low/Mod				0.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter served 23 senior meals in the City of Upland 2nd quarter served 0 senior meals in the City of Upland 3rd quarter served 0 senior meals in the City of Upland 4th quarter served 0 senior meals in the City of Upland Total of 23 seniors served meals in FY 15-16 Family Service Association serves congregate or group meals at the Upland Senior Center. Meals are served five days a week. Monday through Friday from 11:30 to 12:30 pm. Meals are served to seniors who are 62 years old or older. There is no fee for the meal, however, a $3 donation is suggested. There is a growing number of seniors needing home delivered meals. Most of the seniors who apply for meals with FSA are living at or below the poverty level and simply rum out of money before the end of the month. Due to the rising cost of food, gas and necessities to run the program along with the cuts in state and federal funding, FSA is oonstantly challenged with finding funding. We have a waiting list of 191 seniors in the San Bernardino County area right now.	

PGM Year: 2015
Project: 0005 - Homeless Prevention Services
IDIS Activity: 431 - 2015 Foothill Family Shelter - Stepping Stone Program

Status: Open
Location: 230 N San Antonio Ave Upland, CA 91786-4523

Objective: Provide decent affordable housing
Outcome: Affordability
Matrix Code: Public Services (General) (05)
National Objective: LMC

Initial Funding Date: 10/01/2015

Description:

Foothill Family Shelter provides a fully furnished 2-bedroom apartment for homeless families for 120 days in their Stepping Stone Program.
Foothill Family Shelter supports families with professional counseling, case management, mandatory savings plan, budget planning, parenting classes and homeless court.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$14,025.00	$7,012.50	$7,012.50
Total	**Total**			**$14,025.00**	**$7,012.50**	**$7,012.50**

Proposed Accomplishments

People (General) : 15

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	12	12
Black/African American:	0	0	0	0	0	0	3	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**15**	**12**
Female-headed Households:	0		0		0			

Income Category:	Owner	Renter	Total	Person
Extremely Low	0	0	0	15
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	15
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter served 9 Upland clients 2nd quarter served 0 Upland clients 3rd quarter served 5 Upland clients 4th quarter served 1 Upland Clients Total of 15 clients served in FY 2015-16 1st quarter provided 263 shelter nights and 790 bed nights to 3 families from Upland, consisting of three adults and 6 children. 2 families are employed and 1 is unemployed and looking for work. All families receive extensive support services, including free counseling, free food and clothing, and case management care that provide them the opportunity to progress towards their case plan goals. They are also saving money in their savings trust account.	

PGM Year: 2015
Project: 0005 - Homeless Prevention Services
IDIS Activity: 432 - 2015 Pacific Lifeline - Womans Shelter

Status: Open
Location: 834 Alpine St Upland, CA 91786-4513

Objective: Provide decent affordable housing
Outcome: Affordability
Matrix Code: Public Services (General) (05)
National Objective: LMC

Initial Funding Date: 10/01/2015

Description:

This program offers transition long-term housing and support services in Upland to women and their children.
its mission is to empower women and their children facing chronic homelessness to achieve personal and social stability.
Its objective is to eliminate the threat of chronic homelessness for women and children by providing the tools and support services needed for families to rebuild their lives and become self-supporting.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$4,857.00	$2,826.16	$2,826.16
Total	**Total**	-	-	**$4,857.00**	**$2,826.16**	**$2,826.16**

Proposed Accomplishments

People (General) : 18

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	19	12
Black/African American:	0	0	0	0	0	0	3	1
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**22**	**13**

Female-headed Households:	0	0	0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	22
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	22
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	1st quarter served 16 clients in the City of Upland 2nd quarter served 0 clients in the City of Upland 3rd quarter served 9 clients in the City of Upland 3th quarter served 6 clients in the City of Upland Total of 22 clients served in FY 2015-16 Total of 22 clients served in FY 15-16 This quarter served six resident being seen by our case manager. In addition, the Executive Director and Director of Development have provided services including coordination life skills workshop speakers and providing counsel to the women. The biggest challenge is lack of affordable childcare, minimal work experience, minimum wage part-time jobs, poor cred, and the current unaffordable housing market. The women are ready and willing to work, yet they have no work history to put on a resume. While they list transferable skills, this is often not enough to secure employment that pays more than minimum wage. The women end up in jobs that do not pay enough to cover childcare costs or rent, yet many are not eligible for benefits such as subsidized childcare.	

PGM Year: 2015
Project: 0006 - Fair Housing Services
IDIS Activity: 433 - 2015 Fair Housing Services (Fair Housing Landlord Tenant)

Status: Open
Location: ,

Objective:
Outcome:
Matrix Code: Fair Housing Activities (subject to 20% Admin Cap) (21D)
National Objective:

Initial Funding Date: 10/01/2015

Description:

Provide the City with Fair Housing public information and counseling, Fair Housing rights under federal state laws.
Inland Fair Housing Mediation Board meets its objectives through extensive education outreach and enforcement activities, these activities include providing comprehensive housing counseling services to th public and making available to the public mediation services for the resolution of disputes as an alternative to utilizing the court judicial system.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$26,550.00	$13,592.89	$13,592.89
Total	**Total**			**$26,550.00**	**$13,592.89**	**$13,592.89**

Proposed Accomplishments

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Female-headed Households:					0			

Income Category:	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.

PGM Year: 2015
Project: 0007 - CDBG Administration
IDIS Activity: 434 - 2015 CDBG Administration

Status: Open
Location: .

Objective:
Outcome:
Matrix Code: General Program Administration (21A)
National Objective:

Initial Funding Date: 10/01/2015

Description:

The primary objective is to provide oversight and public information for the CDBG program.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC060569	$76,991.00	$43,432.62	$43,432.62
Total	**Total**			**$76,991.00**	**$43,432.62**	**$43,432.62**

Proposed Accomplishments

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Female-headed Households:					0			

Income Category:

	Owner	Renter	Total	Person

Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.

Total Funded Amount:	**$4,791,382.49**
Total Drawn Thru Program Year:	**$4,169,413.85**
Total Drawn In Program Year:	**$200,090.38**

IDIS

Plan Year	IDIS Project	Project Title and Description		Program	Project Estimate
2015	1	Facade Rehabilitation	Preserve and strengthen economic opportunities for businesses through financial activities that assist in improving the appearance of the facade in an attempt to increase business in the area resulting in increased job opportunities.	CDBG	$124,000.00
	2	Neighborhood Preservation	Preserve and enhance neighborhood aesthetics and safety through activities such as graffiti removal and improve building quality and safety through code compliance to benefit low- and moderate-income residents of the CDBG Target Areas.	CDBG	$94,748.00
	3	Public Facilities Improvements	Improve City of Upland public facilities and infrastructure to benefit low- and moderate income people or those presumed under HUD regulations to be low- and moderate-income such as elderly people and disabled adults.	CDBG	$161,595.00
	4	Public Services for low-income families	Provide low- and moderate-income families with a range of public services necessary to prevent homelessness and ameliorate the effects of poverty.	CDBG	$43,774.00
	5	Homeless Prevention Services	Support a continuum of services in San Bernardino County to prevent and eliminate homelessness including but not limited to homeless prevention programs, emergency shelter and transitional housing.	CDBG	$18,882.00
	6	Fair Housing Services	Fulfill the HUD regulatory mandate to affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination and landlord-tenant mediation services.	CDBG	$26,550.00
	7	CDBG Administration	Administration services of the CDBG Program	CDBG	$76,991.00

IDIS

Plan Year	IDIS Project	Project Title and Description		Program	Commited Amount
2015	1	Facade Rehabilitation	Preserve and strengthen economic opportunities for businesses through financial activities that assist in improving the appearance of the facade in an attempt to increase business in the area resulting in increased job opportunities.	CDBG	$124,000.00
	2	Neighborhood Preservation	Preserve and enhance neighborhood aesthetics and safety through activities such as graffiti removal and improve building quality and safety through code compliance to benefit low- and moderate-income residents of the CDBG Target Areas.	CDBG	$94,748.00
	3	Public Facilities Improvements	Improve City of Upland public facilities and infrastructure to benefit low- and moderate income people or those presumed under HUD regulations to be low- and moderate-income such as elderly people and disabled adults.	CDBG	$161,595.30
	4	Public Services for low-income families	Provide low- and moderate-income families with a range of public services necessary to prevent homelessness and ameliorate the effects of poverty.	CDBG	$43,774.00
	5	Homeless Prevention Services	Support a continuum of services in San Bernardino County to prevent and eliminate homelessness including but not limited to homeless prevention programs, emergency shelter and transitional housing.	CDBG	$18,882.00
	6	Fair Housing Services	Fulfill the HUD regulatory mandate to affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination and landlord-tenant mediation services.	CDBG	$26,550.00
	7	CDBG Administration	Administration services of the CDBG Program	CDBG	$76,991.00

IDIS

Plan Year	IDIS Project	Project Title and Description		Program	Amount Drawn Thru Report Year
2015	1	Facade Rehabilitation	Preserve and strengthen economic opportunities for businesses through financial activities that assist in improving the appearance of the facade in an attempt to increase business in the area resulting in increased job opportunities.	CDBG	$0.00
	2	Neighborhood Preservation	Preserve and enhance neighborhood aesthetics and safety through activities such as graffiti removal and improve building quality and safety through code compliance to benefit low- and moderate-income residents of the CDBG Target Areas.	CDBG	$59,855.41
	3	Public Facilities Improvements	Improve City of Upland public facilities and infrastructure to benefit low- and moderate income people or those presumed under HUD regulations to be low- and moderate-income such as elderly people and disabled adults.	CDBG	$0.00
	4	Public Services for low-income families	Provide low- and moderate-income families with a range of public services necessary to prevent homelessness and ameliorate the effects of poverty.	CDBG	$22,553.41
	5	Homeless Prevention Services	Support a continuum of services in San Bernardino County to prevent and eliminate homelessness including but not limited to homeless prevention programs, emergency shelter and transitional housing.	CDBG	$9,838.66
	6	Fair Housing Services	Fulfill the HUD regulatory mandate to affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination and landlord-tenant mediation services.	CDBG	$13,592.89
	7	CDBG Administration	Administration services of the CDBG Program	CDBG	$43,432.62

IDIS

Plan Year	IDIS Project	Project Title and Description		Program	Amount Available to Draw
2015	1	Facade Rehabilitation	Preserve and strengthen economic opportunities for businesses through financial activities that assist in improving the appearance of the facade in an attempt to increase business in the area resulting in increased job opportunities.	CDBG	$124,000.00
	2	Neighborhood Preservation	Preserve and enhance neighborhood aesthetics and safety through activities such as graffiti removal and improve building quality and safety through code compliance to benefit low- and moderate-income residents of the CDBG Target Areas.	CDBG	$34,892.59
	3	Public Facilities Improvements	Improve City of Upland public facilities and infrastructure to benefit low- and moderate income people or those presumed under HUD regulations to be low- and moderate-income such as elderly people and disabled adults.	CDBG	$161,595.30
	4	Public Services for low-income families	Provide low- and moderate-income families with a range of public services necessary to prevent homelessness and ameliorate the effects of poverty.	CDBG	$21,220.59
	5	Homeless Prevention Services	Support a continuum of services in San Bernardino County to prevent and eliminate homelessness including but not limited to homeless prevention programs, emergency shelter and transitional housing.	CDBG	$9,043.34
	6	Fair Housing Services	Fulfill the HUD regulatory mandate to affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination and landlord-tenant mediation services.	CDBG	$12,957.11
	7	CDBG Administration	Administration services of the CDBG Program	CDBG	$33,558.38

IDIS

Plan Year	IDIS Project	Project Title and Description		Program	Amount Drawn in Report Year
2015	1	Facade Rehabilitation	Preserve and strengthen economic opportunities for businesses through financial activities that assist in improving the appearance of the facade in an attempt to increase business in the area resulting in increased job opportunities.	CDBG	$0.00
	2	Neighborhood Preservation	Preserve and enhance neighborhood aesthetics and safety through activities such as graffiti removal and improve building quality and safety through code compliance to benefit low- and moderate-income residents of the CDBG Target Areas.	CDBG	$59,855.41
	3	Public Facilities Improvements	Improve City of Upland public facilities and infrastructure to benefit low- and moderate income people or those presumed under HUD regulations to be low- and moderate-income such as elderly people and disabled adults.	CDBG	$0.00
	4	Public Services for low-income families	Provide low- and moderate-income families with a range of public services necessary to prevent homelessness and ameliorate the effects of poverty.	CDBG	$22,553.41
	5	Homeless Prevention Services	Support a continuum of services in San Bernardino County to prevent and eliminate homelessness including but not limited to homeless prevention programs, emergency shelter and transitional housing.	CDBG	$9,838.66
	6	Fair Housing Services	Fulfill the HUD regulatory mandate to affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination and landlord-tenant mediation services.	CDBG	$13,592.89
	7	CDBG Administration	Administration services of the CDBG Program	CDBG	$43,432.62

UPLAND

Count of CDBG Activities with Disbursements by Activity Group & Matrix Code

Activity Group	Activity Category	Open Count	Open Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Acquisition	Acquisition of Real Property (01)	1	$0.00	0	$0.00	1	$0.00
	Total Acquisition	**1**	**$0.00**	**0**	**$0.00**	**1**	**$0.00**
Economic Development	Rehab; Publicly or Privately-Owned Commercial/Industrial (14E)	1	$0.00	0	$0.00	1	$0.00
	Total Economic Development	**1**	**$0.00**	**0**	**$0.00**	**1**	**$0.00**
Housing	Rehab; Single-Unit Residential (14A)	2	$41,171.00	0	$0.00	2	$41,171.00
	Code Enforcement (15)	1	$45,919.41	0	$0.00	1	$45,919.41
	Total Housing	**3**	**$87,090.41**	**0**	**$0.00**	**3**	**$87,090.41**
Public Facilities and Improvements	Street Improvements (03K)	2	$9,646.39	0	$0.00	2	$9,646.39
	Total Public Facilities and Improvements	**2**	**$9,646.39**	**0**	**$0.00**	**2**	**$9,646.39**
Public Services	Public Services (General) (05)	4	$27,366.16	0	$0.00	4	$27,366.16
	Senior Services (05A)	1	$1,250.00	0	$0.00	1	$1,250.00
	Youth Services (05D)	2	$15,211.91	0	$0.00	2	$15,211.91
	Food Banks (05W)	2	$2,500.00	0	$0.00	2	$2,500.00
	Total Public Services	**9**	**$46,328.07**	**0**	**$0.00**	**9**	**$46,328.07**
General Administration and Planning	General Program Administration (21A)	1	$43,432.62	0	$0.00	1	$43,432.62
	Fair Housing Activities (subject to 20% Admin Cap) (21D)	1	$13,592.89	0	$0.00	1	$13,592.89
	Total General Administration and Planning	**2**	**$57,025.51**	**0**	**$0.00**	**2**	**$57,025.51**
Grand Total		**18**	**$200,090.38**	**0**	**$0.00**	**18**	**$200,090.38**

UPLAND

CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type

Activity Group	Matrix Code	Accomplishment Type	Open Count	Completed Count	Program Year Totals
Economic Development	Rehab; Publicly or Privately-Owned Commercial/Industrial (14E)	Business	0	0	0
	Total Economic Development		**0**	**0**	**0**
Housing	Rehab; Single-Unit Residential (14A)	Housing Units	24	0	24
	Code Enforcement (15)	Persons	21,350	0	21,350
	Total Housing		**21,374**	**0**	**21,374**
Public Facilities and Improvements	Street Improvements (03K)	Persons	6,362	0	6,362
	Total Public Facilities and Improvements		**6,362**	**0**	**6,362**
Public Services	Public Services (General) (05)	Persons	21,434	0	21,434
	Senior Services (05A)	Persons	23	0	23
	Youth Services (05D)	Persons	292	0	292
	Food Banks (05W)	Persons	564	0	564
	Total Public Services		**22,313**	**0**	**22,313**
Grand Total			**50,049**	**0**	**50,049**

UPLAND

CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Persons	Total Hispanic Persons	Total Households	Total Hispanic Households
Housing	White	0	0	22	9
	Black/African American	0	0	1	0
	Asian	0	0	1	0
	Total Housing	**0**	**0**	**24**	**9**
Non Housing	White	179	78	0	0
	Black/African American	64	14	0	0
	Asian	13	5	0	0
	American Indian/Alaskan Native	2	2	0	0
	Native Hawaiian/Other Pacific Islander	4	0	0	0
	American Indian/Alaskan Native & White	2	0	0	0
	Asian & White	5	2	0	0
	Black/African American & White	23	8	0	0
	Other multi-racial	107	99	0	0
	Total Non Housing	**399**	**208**	**0**	**0**
Grand Total	White	639	437	22	9
	Black/African American	107	15	1	0
	Asian	21	5	1	0
	American Indian/Alaskan Native	16	2	0	0
	Native Hawaiian/Other Pacific Islander	6	0	0	0
	American Indian/Alaskan Native & White	2	0	0	0
	Asian & White	7	2	0	0
	Black/African American & White	23	8	0	0
	Other multi-racial	142	99	0	0
	Total Grand Total	**963**	**568**	**24**	**9**

UPLAND

CDBG Beneficiaries by Income Category

	Income Levels	Owner Occupied	Renter Occupied	Persons
Housing	Extremely Low (<=30%)	6	0	0
	Low (>30% and <=50%)	12	0	0
	Mod (>50% and <=80%)	0	0	0
	Total Low-Mod	18	0	0
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	18	0	0
Non Housing	Extremely Low (<=30%)	0	0	236
	Low (>30% and <=50%)	0	0	62
	Mod (>50% and <=80%)	0	0	39
	Total Low-Mod	0	0	337
	Non Low-Mod (>80%)	0	0	62
	Total Beneficiaries	0	0	399

YEAR END ANALYSIS
Consolidated Annual Performance and Evaluation Report (CAPER)
FY 2015-16

	IDIS	Acct.	Allocated	Expenditure through 6/30/2016	Balance of grant due	% Remaining	
ADMIN AND FAIR HOUSING/LANDLORD TENANT							
Program Administration/Consolidated Plan FY 2015-19	414	2301	76,991	76,991.00	0.00	0%	
Inland Mediation Board - Housing Mediation Landlord Tenant	433	2314	12,050	12,050.00	0.00	0%	
Inland Mediation Board - Fair Housing		2309	14,500	14,500.00	0.00	0%	
Total Admin			**103,541.00**	**103,541.00**	**0.00**	0%	
PUBLIC SERVICE							
Upland Rec. - Afterschool/Summer Day Camp Program	425	2302	9,716	9,716.00	0.00	0%	
Upland Rec. - Partnership for Youth Dev. - Diamond Ct Afterschool/Vic's	426	2308	5,792	5,792.00	0.00	0%	
Development Services Department - Graffiti Removal CDBG areas	422	2305	15,000	15,000.00	0.00	0%	
St. Joseph Church - His Hands Ministry Food Pantry	427	2311	11,083	11,083.00	0.00	0%	
Inland Valley Hope Partners - Food Security Program	428	2325	5,000	5,000.00	0.00	0%	
IVRS - Van Driver	429	2342	7,183	7,183.00	0.00	0%	
Family Service Association - More than a Meal (Seniors)	430	2343	5,000	5,000.00	0.00	0%	
Foothill Family Shelter - Stepping Stone Program	431	2312	14,025	14,025.00	0.00	0%	
Pacific Lifeline - Women's Shelter	432	2332	4,857	4,857.00	0.00	0%	
Total Public Service			**77,656.00**	**77,656.00**	**0.00**	0%	
CAPITAL IMPROVEMENT							
Police Department - Code Enforcement	423	2303	79,748.00	79,748.00	0.00	0%	
Development Services Department - Downtown Façade Enhancement 15-16	421	7610	124,000.00	7,207.50	116,792.50	94%	carry over
Public Works - CDBG Concrete Improvement FY 2015-16	424	7609	161,595.00	0.00	161,595.00	100%	carry over
Total Capital Improvement			**365,343.00**	**86,955.50**	**278,387.50**	76%	
TOTAL			**546,540.00**	**268,152.50**	**278,387.50**	51%	
Development Services - Emergency Repair Grant FY 2013-14	393	2333	**56,546.00**	56,546.00	0.00	0%	
Development Services - Emergency Repair Grant FY 2014-15	410	2335	**25,000.00**	8,625.00	16,375.00	66%	carry over
Public Works - CDBG Concrete Improvement FY 2014-15	420	7608	**193,973.00**	177,818.11	16,154.89	8%	Carry over
Total Carry Over			**275,519.00**	**242,989.11**	32,529.89	12%	
Grand Total			**822,059.00**	**511,141.61**	310,917.39	38%	

$517,709.00 FY 2015-16 allocation
$28,831.16
$546,540.16

D. Alcorn 8/29/16

Monitoring Standards

Project Monitoring

Monitoring of contractors and subrecipient partners of the City of Upland Development Services Department is not just a regulatory process or a fact-finding mission. Rather, it involves effective communication and cooperative, problem-solving relationships between the Development Services Department and its contractors/subrecipients.

What is a Subrecipient?

A subrecipient is an organization receiving Community Development Block Grant (CDBG) funds from the City of Upland.

The Development Services Department monitors all CDBG programs on an annual or bi-annual basis. Each program requires a written agreement between the grantee and the subrecipient. The requirements demand that the agreement remain in effect throughout the period that the subrecipient has control over funds. In addition, regulations prescribe the provisions that the agreement must contain. These provisions include a statement of work (description of work, budget, and time schedule); records and reports, program income, uniform administrative requirements, other program requirements such as fair housing, labor, displacement, employment opportunities, lead-based paint, debarred contractors, conflict of interest, restrictions for certain resident aliens (as described in 24 CFR Part 49); provisions for Community Housing Development Organizations, religious entities, the Architectural Barriers Act, and the Americans with Disabilities Act.

Project Monitoring Process

Each program year, the Department develops a custom monitoring schedule including each contractor / subrecipient comprised of the following monitoring tools:

- Annual Subrecipient Conference / Onsite Technical Assistance Visit
- Desk monitoring
- Quarterly Performance reports
- Onsite program and financial reviews

An appropriate combination of these four (4) items provides a clear and timely picture of each contractor / subrecipient's progress and level of compliance with program regulations.

Bi-Annual Subrecipient Conference / Onsite Technical Assistance Visits

The Development Services Department staff may provide a bi-annual conference for subrecipients. At this conference, City staff review the program reporting requirements and documentation/ recordkeeping standards to foster compliance. For high risk agencies, an onsite technical assistance meeting may also be necessary to assess the subrecipient's capacity related to recordkeeping, service delivery, and/or accounting systems. These visits are normally conducted in late fall and early spring of each year.

Desk Monitoring

The Development Services Department staff reviews copies of case files to ensure complete and accurate documentation regarding the following items:

- Client eligibility
- Property eligibility
- Appropriate funding levels for the activity
- Compliance with all program requirements (i.e. environmental review)

Performance Reports

The Development Services Department requires performance reports from all subrecipients to assess a project's progress throughout the program year. For capital projects and public service grants, reports are required on a quarterly basis.

Annual Onsite Program and Financial Reviews

The Development Services Department provides annual on-site reviews of all high-risk subrecipients in order to conduct a complete programmatic and financial monitoring. The Department will conduct on-site monitoring of low and moderate-risk subrecipients on a bi-annual basis.

To prepare for the onsite review, staff:

- Notifies the subrecipient in writing of the date, scope, and focus of the monitoring review
- Conducts an entrance conference with the project administrator and executive management contact upon arrival that echoes the themes of earlier T.A. discussions with staff
- Conduct a thorough monitoring of financial and programmatic systems using established monitoring techniques and checklists
- Conduct an exit conference with agency staff to report the results of the monitoring, hear reactions, and form conclusions
- Write a detailed letter recapitulating the results of the monitoring visit to document findings and concerns
- Ensure that all monitoring activities, including relevant correspondence is filed appropriately to comply with recordkeeping requirements

The Department achieves success through:

- Pre-award screening, risk assessment, and orientation
- Strong written agreements
- Performance standards and program objectives
- Defined monitoring of each subrecipient partner on quarterly, semi-annual, and annual basis.

Monitoring Staff

The Development Services Department staff periodically reports on the progress of each project. Redevelopment staff has the following monitoring duties:

- Oversee the planning and budgeting process to ensure that projects and programs are consistent with the Consolidated Plan's identified high- and possibly medium-priority objectives and grant requirements. Staff will also provide technical guidance regarding Affirmative Marketing and Fair Housing practices.
- Provide technical guidance with each subrecipient partner regarding: program structure, income requirements, and document compliance. Staff will review the City's monthly expenditure reports. At a minimum, staff will perform quarterly draw downs in HUD's Integrated Disbursement and Information System (IDIS) against the appropriate grant. For IDIS, staff will gather quarterly program statistical reports from the subrecipient partners and update all necessary fields from setup to completion of each project and activity. Regular updating and draws will ensure meeting the CDBG timeliness deadline and HOME's program year deadline. As needed, staff will perform environmental reviews and Davis Bacon monitoring.
- Review the invoices from each subrecipient and ensure timeliness with expenditures.
- Provide technical guidance regarding all housing construction, demolition, and rehabilitation projects ensuring the correct number of units, timeliness in build-out, and approval of payments. For new construction, ensure compliance with all applicable local codes, ordinances, and zoning ordinances at the time of project completion.
- Provide monitoring orientation with all subrecipient partners and establish monitoring visits. The monitoring orientation includes the timing for monitoring visits. Subrecipient partners without problems or significant findings receive annual or semi-annual monitoring visits, while new subrecipients and subrecipients with significant problems or complex projects receive quarterly visits.

Community Based Organizations

Community-Based organizations (CBOs) are funded for a wide variety of CDBG funded activities, especially public services. However, their experience and training in implementing these activities in compliance with applicable statutory and regulatory requirements vary widely.

In addition, some projects are a one-time City effort while others are ongoing activities. Based on this diversity, the City has determined that some of these projects can represent the highest potential for risk, while others represent a very low risk. Therefore, these projects will be candidates for the full range of monitoring tools. Monitoring of CBOs has been augmented by annual onsite technical assistance visits that are provided to every CBO in an effort to enhance programmatic compliance. Further, ongoing CBO projects receive annual on-site monitoring visits.

Risk Assessment

A risk designation is made at the beginning of each program year for each CDBG-funded project. The criteria affecting risk designation include:

Low Risk	Continuing subrecipient, single activity, clean prior-year monitoring for same activity, same management and staff, timely and accurate financial and accomplishment reports.
Moderate Risk	All CBOs, subrecipients with multiple activities, near-perfect prior-year monitoring for same activities, some minor staff changes, timely and near perfect financial and accomplishment reports.
High Risk	Single or multiple activities, ineligible activities and costs billed to CDBG in prior year, systemic administrative deficiencies identified in prior or current year, significant staff turnover, and untimely reports.

Consolidated Plan Monitoring

The Development Services Department staff understands that monitoring the Consolidated Plan and the annual activities must be carried out regularly to ensure that statutory and regulatory requirements are met and that, where appropriate, information submitted to HUD is correct and complete.

To ensure that the City's CDBG programs further meets the Consolidated Plan goals, the Development Services Department staff incorporates the Consolidated Plan's strategies, objectives, and activities into its work plan. The Redevelopment Department staff will measure its achievement of Consolidated Plan goals by the same standards used to evaluate all programs and activities.

The Development Services Department staff will appraise its diverse operations and controls and determine whether: risks are identified and reduced; acceptable policies and procedures are followed; established standards are met; resources are used efficiently and economically; and ultimately, its objectives are achieved.

The Development Services Department staff prepares documentation and reports as required by HUD, including the Consolidated Annual Performance and Evaluation Report (CAPER). Using a substantial citizen participation and consultation process, the CAPER describes each year's performance regarding Consolidated Plan strategies, objectives, actions, and projects

Monitoring Strategy

As the lead agency for the CDBG programs, the Development Services Department staff continually refines its monitoring procedures to ensure that each monitoring has a meaningfully positive impact on the overall program and that projects have measurable outcomes. The Development Services Department will publish any proposed significant changes to monitoring standards and procedures in a future Annual Action Plan so that citizens and grant recipients may comment on those changes.

Program Year 2015-16 Monitoring

	Subrecipient / Dept.	Project	Monitoring Schedule	
High Risk	Upland Recreation Department	After School/Summer Programs	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	April 2016
High Risk	Upland Recreation Department	Partnership for Youth – Diamond Ct.	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	March 2016
Moderate Risk	Upland Development Services Department	Graffiti Removal	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	June 2016
Moderate Risk	Foothill Family Shelter	Foothill Family Shelter	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	June 2016
Moderate Risk	Family Service Association	More Than a Meal (Seniors)	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	June 2016
High Risk	Inland Valley Hope Partners	Food Security Program	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	June 2016
High Risk	St Joseph's Church	His Hands Food Program	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	June 2016
Moderate Risk	Upland Police Department	Code Enforcement	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	June 2016
Moderate Risk	Upland Public Works Department	Concrete Improvements FY 2014-15 & FY 15-16	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	On-going
Moderate Risk	Pacific Lifeline	Woman's Shelter	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	May 2016
Moderate Risk	Development Services ERP, FY 2013-14 and FY 2014-15	Emergency Repair Program	Onsite T.A Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	June 2016
Moderate Risk	Inland Valley Recovery Services	Van Driver - Transportation	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	June 2016
Low Risk	Inland Fair Housing & Mediation Board	Fair Housing and Tenant Mediation Services	Onsite T.A. Meeting	As needed
			Desk Monitoring	Monthly
			Performance Reports	Quarterly
			Onsite Monitoring	June 2016

PUBLIC NOTICE OF AVAILABILITY
CITY OF UPLAND CONSOLIDATED
PLAN ANNUAL PERFORMANCE REPORT

The City of Upland is requesting public comments for the Consolidated Plan Annual Performance Report for the period, July 1, 2015 through June 30, 2016.

The Consolidated Plan established goals and strategies that provide decent housing and suitable living environment, as well as expanding economic opportunities for extremely-low to moderate-income persons. This five-year strategy addresses the use of federal grant/entitlement funds, including Community Development Block Grant (CDBG) Funds.

The Consolidated Plan Annual Performance Report provides a description of the City's progress in carrying out the goals included in the Consolidated Plan, as well as an analysis of the Community Development Block Grant (CDBG) projects and performances for Fiscal Year 2015-2016.

Public Comment Period
The Consolidated Plan Annual Performance Report will be available for public review and comment for fifteen (15) days beginning on September 2, 2016. Copies are available for public review in the following locations:

City Clerk and Development Services Offices at City Hall, 460 North Euclid Avenue
Gibson Senior Center, 250 North Third Avenue
Upland Public Library, 450 North Euclid Avenue
www.ci.upland.ca.us

Written comments must be submitted to Deborah Alcorn, Housing Coordinator in the Development Services Department.

Any questions or public comments on the Consolidated Plan Annual Performance Report can be directed to Deborah Alcorn, Housing Coordinator in the Development Services Department, (909) 931-4113.

Please furnish affidavit. Publish on September 2, 2016 and September 9, 2016.

AVISO PÚBLICO DE DISPONIBILIDAD
AYUNTAMIENTO DE LA CIUDAD DE UPLAND
REPORTE DE RENDIMIENDO ANUAL DEL PLAN CONSOLIDADO

El Ayuntamiento de la a Ciudad de Upland solicita comentarios públicos con respecto al Reporte de la Evaluación del Rendimiento Anual Consolidado (CAPER por sus siglas en inglés) para el período de Julio 1 de 2015 hasta Junio 30 de 2016.

El Plan Consolidado estableció objetivos y estrategias que proporcionan vivienda decente y un entorno de vida adecuado, así como ampliar oportunidades económicas para personas de ingresos sumamente bajos a personas de ingresos moderados. Estas estrategias para cinco años se dirigen al uso de subsidios federales/fondos con derecho, incluso Fondos de Subsidios Globales para el Desarrollo Comunitario (CDBG, por sus siglas en inglés).

El Reporte de la Evaluación del Rendimiento Anual Consolidado proporciona una descripción del progreso del Ayuntamiento en la realización de los objetivos incluidos en el Plan Consolidado, así como un análisis de los proyectos de Subsidios Globales para el Desarrollo Comunitario (CDBG) y del desempeño durante el Año fiscal 2015-2016.

Período de Comentario Público
El Reporte de la Evaluación del Rendimiento Anual Consolidado estará disponible para revisión pública y comentario durante quince (15) días que comienzan el 2 de septiembre de 2016. Las copias están disponibles para la revisión pública en las ubicaciones siguientes:

Presidencia Municipal, Oficinas del Secretario Municipal y Servicios de Desarrollo, 460 North Euclid Avenue
Gibson Senior Center, 250 North Third Avenue
Biblioteca Pública de Upland, 450 North Euclid Avenue
www.ci.upland.ca.us

Los comentarios escritos deben ser presentados a Deborah Alcorn, Coordinador del Departamento de Servicios de Desarrollo.

Cualquier pregunta o comentarios públicos del Reporte de la Evaluación del Rendimiento Anual Consolidado pueden ser dirigidos a Deborah Alcorn, Coordinador de Vivienda del Departamento de Servicios de Desarrollo, (909) 931-4113.

Por favor aporte declaración jurada. Publicado el 2 de septiembre de 2016 y el 9 de septiembre de 2016.