



2021 Consolidated Annual Performance Evaluation Report  
(CAPER)

City of Roswell  
Grants Division  
38 Hill Street, Suite 130  
Roswell, GA 30075  
CDBG@roswellgov.com

## CR-05 - Goals and Outcomes

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

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

The City of Roswell received notice of its Program Year 2021 Community Development Block Grant (CDBG) award in the amount of \$470,283 on February 5, 2021 (the award was later amended by HUD to \$477,213). On April 26, 2021 the Mayor and City Council approved 2021 CDBG allocations to seven different projects including five to local nonprofits. The City then submitted its 2021 Annual Action Plan (AAP) to the U.S. Department of Housing and Urban Development (HUD) for approval and executed its agreement with HUD on August 25, 2021. The City subsequently hired BluLynx solutions to complete the environmental reviews and signed all subrecipient agreements. All projects are currently progressing. However, due to the funding delays and the COVID pandemic, no projects have been completed as of December 31, 2021, and thus the City has not met any of its Program Year 2021 goals yet.

Additionally, in 2020 the City of Roswell received Community Development Block Grant-Coronavirus (CDBG-CV) funds from HUD in the total amount of \$776,204. The Roswell Mayor and City Council allocated these funds for 13 local nonprofit projects for the prevention, preparation for, or response to infectious diseases like the coronavirus. These projects are all underway and on track to meet their goals.

### 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
Housing/services for homeless or at-risk	Affordable Housing Public Housing Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	8	0	0.00%			

Improve access to and quality of housing	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	41	0	0.00%	26	0	0.00%
Improve access to and quality of housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	3	0	0.00%			
Provide Public Services	Non-Homeless Special Needs Non-Housing Community Development Public Services	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	42	0	0.00%	50	0	0.00%
Public Facility Improvements for Low-Mod Clientele	Non-Homeless Special Needs Non-Housing Community Development Public Facility	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1400	0	0.00%	1840	0	0.00%

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

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

The City's highest funded priority in 2021 was Public Facility Improvements for low to moderate income clientele. The City allocated \$254,500 to this goal. The City of Roswell Public Works Department received \$204,500 to replace the Tuxedo Court waterline which will benefit 1,690 LMI persons, and the North Fulton Child Development association received \$50,000 to make repairs to the Child Development Center which will benefit 150 LMI children.

The City's second highest funded priority in 2021 was to Improved Access and Quality of Housing. The City allocated \$152,700 to this goal. Enable of Georgia received \$82,700 to rehabilitate four group homes for adults with special needs, and Homestretch Inc. received \$70,000 to replace roofs and flooring for 22 multi-family housing units on Millbrook Circle.

The City's third highest funded priority in 2021 was to Increase and Improve Public Services. The City allocated \$42,800 to this goal. Senior Services North Fulton received \$30,000 to help fund a transportation program for Seniors to and from health and wellness appointments which will benefit 40 LMI Seniors. The YMCA of Alpharetta received \$12,800 to provide after school scholarships to Roswell elementary schools which will benefit 10 LMI children.

The City's fourth highest funded priority in 2021 was Planning and Administration related the management of the CDBG program. The City allocated \$27,2132 to this goal. The funds go towards partial funding of a Grants Specialist position to oversee the CDBG program; advertising, fair housing education, plan development; and other professional services as required by the program.

The City did not fund any projects for Housing Services for Homeless or At-Risk Persons in 2021. While HomeStretch Inc. often uses its housing stock as transitional housing, it is not exclusively transitional, so its project is not included in this computation. In addition, the North Fulton Community Charities is services a large population of homeless persons for the City of Roswell, but it received funding from CDBG-Coronavirus funds for two different projects in the last twelve months.

The City's CDBG-CV accomplishments to-date are included in Table 3. The Child Development Association has provided scholarships to 16 LMI children impacted by the coronavirus pandemic, and the Roswell Housing Authority has provided tutoring assistance to 41 LMI residents impacted yb the coronavirus pandemic. The other CDBG-CV projects were impacted by staff shortages and pandemic restrictions, but they are still underway and making progress to reach their accomplishment goals.

<b>Goal</b>	<b>Category</b>	<b>Expected</b>	<b>Actual</b>	<b>Unit of Measure</b>	<b>Percent Complete</b>
Improve access to and quality of housing	Affordable Housing	830	57	LMI Housing Units	7.0%
Provide Public Services	Non-Homeless, Special Needs, Community Development	44	0	LMI Persons	0.0%
Public Facility Improvements for Low-Mod Clientele	Non-Homeless, Special Needs, Community Development	200	0	LMI Persons	0.0%

**Table 2 - Table 3 - Accomplishments for CDBG-CV**

**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)

	<b>CDBG</b>
White	0
Black or African American	0
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>0</b>
Hispanic	0
Not Hispanic	0

**Table 3 – 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	public - federal	477,213	0

Table 4 - Resources Made Available

### Narrative

Due to funding delays and the coronavirus pandemic, the City has not expended any Program Year 2021 CDBG funds but is currently working to process the reimbursements for its subrecipients and drawdowns for HUD.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City-Wide	100	57	Priority Area

Table 5 – Identify the geographic distribution and location of investments

### Narrative

The City traditionally allocates most of its CDBG funding to its nonprofits, and all of the City's nonprofits are not restricted to a specific geographic target area. In 2020, the City identified Census Tracts 114.05, Block Group 3 as a targeted priority area. The Block Group is comprised of 70 percent low to moderate income residents, and thus qualifies for HUD's area benefit classification. Of the \$477,213 in 2021 CDBG funds, 43 percent were allocated to Census Tract 114.05, Block Group 3. That percentage includes an allocation in the amount of \$204,500 to the City's Public Works Department to replace an aging waterline on Tuxedo Court.

## 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.**

Most of the PY21 funding went to nonprofits which utilized the CDBG grant award to solicit supporting funds from private donors. No grant match was required, but all projects included cash or in-kind donations. No public land was leveraged for the PY21 projects.



## 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	26	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>26</b>	<b>0</b>

Table 6 – Number of Households

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

Table 7 – Number of Households Supported

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

While the City's Program Year 2021 CDBG projects have not been completed yet due to funding delays, the City was able to make progress on reaching its strategic plan goals by completing Program Year 2019 and 2020 CDBG projects.

In 2021, the City's prior year CDBG funds benefited 110 housing units. These accomplishments came

from 56 rental units repaired by the Roswell Housing Authority, 34 rental units repaired or secured by the Drake House, 14 rental units repaired by HomeStretch, Inc., and six owned housing units repaired by Habitat for Humanity of North Central Georgia.

**Discuss how these outcomes will impact future annual action plans.**

These outcomes are not anticipated to impact future plans.

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

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 8 – Number of Households Served**

**Narrative Information**

The City has not completed any Program Year 2021 projects at this time, thus there are no beneficiaries to report for this one-year goal. However, the City did serve 110 beneficiaries with housing during calendar year 2021 by closing out Program Year 2019 and 2020 projects. Of the total, 41 (37 percent) were Extremely Low Income, 45 (41 percent) were Low Income, and 24 (22 percent) were Moderate Income.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City reaches out to the homeless by establishing crucial partnerships with its local nonprofits that serve the homeless like the Drake House and North Fulton Community Charities (NFCC). The Drake House provides transitional housing and support for homeless mothers and their families, while NFCC provides emergency services like food and clothing to hundreds of homeless or at-risk persons every day.

The City allocated \$162,000 of its CDBG-CV funds to these organizations. This includes \$75,000 to NFCC to develop its workforce development and training classroom and for ventilation and air quality improvements at the Drake House campus.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Along with the funding to the Drake House and NFCC, the City allocated \$70,000 to HomeStretch, Inc. to repair housing units for potential transitional families. The City also allocated HomeStretch CDBG-CV funds in the amount of \$188,147 to help with emergency rental assistance and afterschool education.

### **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 provided HomeStretch with \$188,147 and NFCC with \$75,000 of CDBG-CV funds to support education, childcare, and job training initiatives that will assist their at-risk clientele impacted by the pandemic.

### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City supported and continues to support multiple organizations that address this need. The Drake House provides transitional housing for homeless mothers and families. Habitat for Humanity provides helps low-income families with home ownership. HomeStretch Housing Initiative of North Fulton also provides transitional housing and low-income housing through various programs. Additionally, North Fulton Community Charities provides emergency assistance to at-risk families to prevent them from becoming homeless.

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

### **Actions taken to address the needs of public housing**

The City of Roswell does not own or operate any public housing organization. Instead, it supports the independent Housing Authority of the City of Roswell (RHA). The City allocated \$75,000 in CDBG-CV funds to RHA for job training and tutoring services for its residents impacted by the coronavirus pandemic.

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

The Housing Authority of the City of Roswell is a member of the North Fulton Housing and Homeless Continuum of Care and Roswell's Georgia Initiative for Community Housing team. Both of these groups include public housing residents and members of the Housing Authority's tenant council which work with City staff and nonprofit organizations like HomeStretch to identify opportunities and strategies to help low-income residents become homeowners.

### **Actions taken to provide assistance to troubled PHAs**

The City of Roswell does not have any troubled Public Housing Authorities.

## **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)**

As part of its efforts to increase fair housing education, the City funded a virtual fair housing seminar for its CDBG subrecipients and other housing stakeholders in September 2020. The seminar was conducted by BluLynx Solutions. Unfortunately, the City did not allocate any funding to fair housing in 2021 because of staffing shortages and project delays caused by the the continued pandemic.

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

The City of Roswell does not operate any public facilities that meet underserved needs. However, the City provided PY21 funds to several of its nonprofits that provide health-related services. In PY21, the City funded Senior Services North Fulton's Transportation Options for Seniors (TOPS) program in the amount of \$30,000. The City also funded group housing repairs for Enable of Georgia, which serves adults with Intellectual or Developmental Disabilities in the amount of \$82,700.

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

The City follows its lead-based paint policy for each project, but it did not create a specific project for reducing lead-based paint hazards.

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

The City assisted poverty-level families through its PY21 and CDBG-CV support of its nonprofit agencies. North Fulton Community Charities (NFCC) is one of the largest nonprofits in the area, and it serves hundreds of poverty-level families a day. Many of the families served by the Drake House and HomeStretch Housing Initiative of North Fulton are at or below the poverty level. All three organizations are members of the North Fulton Housing and Homeless Continuum of Care and offer extended educational services to help poverty-level families regain self-sufficiency.

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

The City has a long-established dedicated Grants Division that manages all federal, state, and local grants. In 2012, the City created a Grants Specialist position to oversee its first-year CDBG program as an entitlement community. The City maintains that position to date. The Grants Specialist directly reports to the City's Grants Manager, who in-turn reports to the Deputy City Administrator. Grant policies and procedures have been established for all the necessary components of grant management and the City has a system of checks and balances in place to ensure accurate and efficient oversight. In 2017, the

City's Grants Division established the Nonprofit Partnership Program (NPP) which includes providing research, training, and marketing for 15 local nonprofits. The NPP's formation lead to the City receiving an AmeriCorps grant in partnership with the YMCA and the StarHouse to provide afterschool tutoring for low-income children.

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

The City provided over \$1 million of support to the Roswell Housing Authority's Veranda at Groveway project which added 80 affordable units for Seniors to the City's housing stock. The Veranda was completed in 2017. Additionally, the City formed the Nonprofit Partnership Program with 15 nonprofits to provide technical services and support. Many of the 15 members are also recipients of CDBG funds.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

On July 24, 2017, the City adopted a new Analysis of Impediments to Fair Housing Choice Plan. The City has incorporated that data into its 2018-2022 Consolidated Plan and will work to overcome those obstacles in the years ahead.

## **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**

Due to the coronavirus pandemic, particularly the emergence of the Delta variant in the fall and winter of 2020, the City postponed its 2021 on-site monitoring for its subrecipients. The City did virtually review updated audits and financial records of subrecipients and completed an internal review of its own CDBG processes and procedures during its annual audit. The City plans to revisit this face-to-face process in the spring of 2022.

## **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 City is still utilizing COVID waivers issued by HUD that allow public comment periods to be reduced to five days and allow public notices and meetings to be virtual and paperless. However, in an effort to transition back to normal practices, the City opened a public comment period on March 16, 2022 and concluded it on March 30, 2022. The City also had a public hearing on March 28, 2022 at City Hall. The City posted notice of these events on its website, Facebook page, and NextDoor page. One comment was received, but no one attended the public hearing. Copies of the public notices along with the public comment are included as attachments to this CAPER.

## **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.**

There were no changes to the City's program objectives.

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



No

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

**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.**

There were no changes to the City's program objectives.

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

No

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

## CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	1	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

**Table 9 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	1				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.	1				
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	1				

Other.					
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**Table 10 – Qualitative Efforts - Number of Activities by Program**

**Narrative**

The City's Grove Place waterline replacement qualified for Section 3 compliance. The City issued a closed bid through Georgia Procurement Registry with DOAS-State Purchasing and its internal bid platform with Bonfire. The bid packet included a preference for Section 3 businesses and information on how to qualify as a Section 3 business. No Section 3 businesses applied. The City also included specifications regarding outreach of Section 3 subcontractors and workers for any new hires, which involves contacting the Roswell Housing Authority and North Fulton Community Charities, but no new hires were required for the work.

In regards to training and educational assistance, while the City did not directly oversee these efforts, it did give CDBG funding to local nonprofit subrecipients for these efforts. The Roswell Housing Authority received \$75,000 in CDBG-CV funding for tutoring and career readiness, including GED prep, for its residents impacted by the coronavirus pandemic. A total of 41 residents benefited from those services. Also, North Fulton Community Charities received \$125,000 in CDBG-CV funds to establish its new education center and launch a workforce development program to help residents find jobs in the wake of the pandemic. Those efforts are underway, and the NFCC estimates that it will assist 300 LMI residents.

# **Attachment**

## **Roswell 2021 CAPER-Public Outreach and Participation**

#### **2021 CAPER Public Notice**

The City is still utilizing COVID waivers issued by HUD that allow public comment periods to be reduced to five days and allow public notices and meetings to be virtual and paperless. However, in an effort to transition back to normal practices, the City opened a public comment period on March 16, 2022 and concluded it on March 30, 2022. The City also had a public hearing on March 28, 2022 at City Hall. The City posted notice of these events on its website, Facebook page, and NextDoor page. One comment was received via email, but no one attended the public hearing. A copy of the public comment is included below along with copies of the notices.

**2021 CAPER - Public Notice Copy**

**THE CITY OF ROSWELL SEEKS PUBLIC COMMENT ON ITS 2021 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT**

The City of Roswell is seeking public comment on its 2021 Consolidated Annual Performance Evaluation Report (CAPER). The CAPER is an annual report that must be submitted to the United States Department of Housing and Urban Development (HUD) and describes the use of the City's entitlement funds for the Community Development Block Grant (CDBG). The draft plan will be available to the public starting on Wednesday March 16, 2022. Hard copies will be available for review at Roswell City Hall, 38 Hill Street, Suite 115, Roswell, GA 30075, and an electronic copy will be posted on the City of Roswell's website: [www.roswellgov.com/CDBG](http://www.roswellgov.com/CDBG).

Public comments may be submitted by email to [CDBG@roswellgov.com](mailto:CDBG@roswellgov.com) or in writing at suite 115 in City Hall. All public comments must be received no later than 5:00 p.m. on Wednesday March 30, 2022. In addition, the public will also have an opportunity to comment on the plan at a Public Hearing on Monday March 28, 2022 at 12:00 PM in Room 220 of City Hall.

Persons needing special accommodations should contact the City of Roswell Grants Division Office at City Hall. An interpreter is available upon request to assist persons with limited English proficiency. The City of Roswell does not discriminate on the basis of disability in the admission of, access to, or treatment of, or employment with the programs and activities described herein. Please contact Charles Alford, (770) 641-3847, [calford@roswellgov.com](mailto:calford@roswellgov.com), with any questions.

2021 CAPER - Public Comment and Response

**Charles Alford**

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**From:** Charles Alford  
**Sent:** Thursday, March 31, 2022 3:08 PM  
**To:** 'Sarah Beeson'  
**Subject:** RE: Public Comment - 2021 CAPER

Good afternoon Ms. Beeson,

Thanks for your comments. I will do my best to address them.

On the timeline and accomplishments: The CAPER parameters are determined by HUD to cover one program year of funding from January 1<sup>st</sup> to December 31<sup>st</sup>. In this case, the CAPER covers only 2021. I probably didn't do a good job of explaining this, but after we signed the grant agreement with HUD at the end of August, we had to complete HUD-required environmental reviews for each project. This can take about a month or longer depending on the scope of that project. For instance, the rehabilitation that HomeStretch is doing triggered a HUD-required review by the State Historic Preservation Office (SHPO), and they get 45 days to respond after receiving our notification. We can't sign the subrecipient agreement until those reviews are completed, so many are just getting started in October at the earliest. If there's construction involved, like with the Child Development Association's rehab of its facility or Public Works' Tuxedo Court waterline, then you have to account for procurement and scheduling as well. Also, many of the subrecipients received CDBG-Coronavirus (CDBG-CV) funds that they are still trying to spend down while undergoing their own staffing shortages and administrative delays due to the pandemic.

In regards to funding below-rate housing at Leita Thompson Park: I reached out to our Recreation and Parks Department, and they will take this into consideration. In addition, the City will be starting development on a new five-year Consolidated Plan, which determines the future goals and objectives of CDBG funding for the next five years. It involves a lot of community engagement including focus groups and surveys. You should start seeing information about that in the summer, and it would be a great chance to present your suggestion.

On affordable housing priorities: The City has used CDBG funding to support housing initiatives through the Roswell Housing Authority, HomeStretch, Drake House, Enable of Georgia, and Habitat for Humanity. Unfortunately, CDBG funds generally cannot be used for new construction. I do remember subsidies and set-asides for new developments being discussed at one time, but we couldn't find the funding mechanisms to support it. That being said, the Consolidated Planning process would be a prime opportunity to revisit these ideas.

Please let me know if you have any other questions.

Thanks again,



**Charles Alford**  
Grants Specialist  
38 Hill Street, Suite 130  
Roswell, GA 30075  
Office: (770) 641-3847  
[www.roswellga.gov](http://www.roswellga.gov)

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**From:** Sarah Beeson <szbeeson@gmail.com>  
**Sent:** Thursday, March 17, 2022 6:41 PM



To: CDBG <CDBG@roswellgov.com>  
Subject: Public Comment - 2021 CAPER

EXTERNAL EMAIL

To Whom It May Concern --

Please see below for my submission for public comments regarding the City of Roswell's 2021 Consolidated Annual Performance Evaluation Report (CAPER) draft plan:

- According to the report, the City of Roswell executed its agreement for the 2021 Annual Action Plan with the United States Department of Housing and Urban Development (HUD) on August 25, 2021. However, as of the release of the draft of this report on March 16, 2022 -- seven months later -- the chart comparing the proposed versus actual outcomes for each outcome measure illustrates no progress has been made on any goal (page 2). I am concerned given that these funds serve our community's most vulnerable residents yet there is no progress nor sense of urgency to serve their needs.
- When considering future CDBG funding recipients, please consider allocating budget through the city to fund the below market-rate housing at Leita Thompson Memorial Park which is in need of repair: <https://link.zixcentral.com/u/e9ff93b0/8vwt7UKm7BGc1T2Z5F7kRg?u=https%3A%2F%2Fwww.ajc.com%2Fneighborhoods%2Fnorth-fulton%2Fupgrades-at-roswell-park-may-affect-apartments%2FYDGU5XJC5VFGVHIG5TEHQFDM7Y%2F>
- Like much of the Metro Atlanta area, housing costs have risen exponentially over the last year in Roswell. Please consider affordable housing priorities -- including the potential for using CDBG funds for rental assistance or subsidies for affordable setaside requirements for a percentage of units within future developments of market rate rental housing options.

Thank you,

Sarah Z. Beeson  
Roswell Resident  
[szbecson@gmail.com](mailto:szbecson@gmail.com)

All links scanned by ZixProtect Link Protection. You will be redirected to the ZixProtect Link Center upon clicking any link.

2021 CAPER Notice - Roswell Website

The screenshot shows a web browser window with the URL [roswellga.gov/government/departments/administration/grants/community-development-block-grants](https://roswellga.gov/government/departments/administration/grants/community-development-block-grants). The page features a blue header with the title "2021 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT". The main content area contains three paragraphs of text regarding public comment on the report, submission methods (email to [cdbg@roswellga.gov](mailto:cdbg@roswellga.gov) or in writing at City Hall), and deadlines (March 30, 2022). A link to "Download the Draft Version of the 2021 CAPER" is provided. Below this is a section titled "COMMUNITY DEVELOPMENT BLOCK GRANT DOCUMENTS" with two document links: "CDBG: 2021 Annual Action Plan" and "CDBG: 2020 Annual Action Plan". A right-hand sidebar menu lists various city services and departments, including Cultural Affairs, Transportation, Divisions, Budget Information, City Code Online, Directions to City Hall, Newsroom, Elections, Employment Opportunities, Facility Directory, Staff Directory, Planning & Zoning Public Notices, Roswell-Alpharetta Public Safety Training, Roswell Municipal Court, and Special Projects. The browser's address bar and navigation icons are visible at the top.

2021 CAPER Notice - Roswell Facebook



**Call for PUBLIC COMMENT**

**Consolidated Annual Performance Evaluation Report (CAPER)**

**City of Roswell**  
Communications Manager Karen Zitomer • Just now

Call for Public Comment on City of Roswell Report for Federal Grant Use. The City of Roswell is seeking public comment on its 2021 Consolidated Annual Performance Evaluation Report (CAPER). The CAPER is an annual report that must be submitted to the United States Department of Housing and Urban Development (HUD) and describes the use of the City's entitlement funds for the Community Development Block Grant (CDBG). The draft plan will be available to the public starting on Wednesday, March 16, 2022. Hard copies will be available for review at Roswell City Hall, 38 Hill Street, Suite 115, Roswell, GA, 30075, and an electronic copy will be posted on the City of Roswell's website at [www.roswellga.com/CDBG](http://www.roswellga.com/CDBG).

Public comments may be submitted by email to [CDBG@roswellga.com](mailto:CDBG@roswellga.com) or in writing at suite 115 in City Hall. All public comments must be received no later than 5:00 p.m. on Wednesday March 30, 2022. In addition, the public will also have an opportunity to comment on the plan at a Public Hearing on Monday March 28, 2022 at 12:00 PM in Room 220 of City Hall.

Persons needing special accommodations should contact the City of Roswell Grants Division Office at City Hall. An interpreter is available upon request to assist persons with limited English proficiency. The

**nextdoor**

**Call for Public Comment on City of Roswell Report for Federal Grant Use The...** [See more](#)

Communications Manager Karen Zitomer **AGENCY**

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This message is intended for [kzitomer@roswellgov.com](mailto:kzitomer@roswellgov.com). [Unsubscribe here](#). Nextdoor, 420 Taylor Street, San Francisco, CA 94102

# Roswell 2021 CAPER-PR26 for CDBG and CDBG-CV



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2021  
 ROSWELL, GA

DATE: 03-31-22  
 TIME: 8:27  
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES	
01. UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	724,409.75
02. ENTITLEMENT GRANT	477,213.00
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
05b. FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
05c. FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07. ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08. TOTAL AVAILABLE (SUM, LINES 01-07)	1,201,622.75
PART II: SUMMARY OF CDBG EXPENDITURES	
09. DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	388,962.69
10. ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11. AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	388,962.69
12. DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	38,524.00
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)	427,486.69
16. UNEXPENDED BALANCE (LINE 08 - LINE 15)	774,136.06
PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD	
17. EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18. EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	67,366.00
19. DISBURSED FOR OTHER LOW/MOD ACTIVITIES	301,596.69
20. ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21. TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	388,962.69
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: 0.00
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 21)	0.00%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27. DISBURSED IN IDIS FOR PUBLIC SERVICES	47,576.79
28. PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	52,800.00
29. PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	47,576.79
30. ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31. TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	52,800.00
32. ENTITLEMENT GRANT	477,213.00
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)	477,213.00
36. PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	11.08%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37. DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	38,524.00
38. PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	69,879.58
39. PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	81,150.58
40. ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41. TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	27,213.00
42. ENTITLEMENT GRANT	477,213.00
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)	477,213.00
46. PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	5.70%



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR25 - CDBG Financial Summary Report  
 Program Year 2021  
 ROSWELL, GA

DATE: 03-31-22  
 TIME: 8:27  
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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

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	3	101	Drake House Stairwell Replacement	14B	LNH	\$34,993.00
2020	5	102	HomeStretch Roof and Flooring Repairs	14B	LNH	\$52,373.00
						<b>Total</b>
						\$87,366.00

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
2020	7	105	6538730	HFCC Education Center Parking Lot	03E	LNC	\$90,989.00
						<b>Matrix Code</b>	\$60,989.00
2019	2	90	6477431	Public Works-Grove Way Waterline Phase II	03J	LNC	\$71,019.58
2020	2	99	6477431	City of Roswell Public Works - Grove Place Waterline	03J	LNC	\$8,176.25
2020	2	99	6538730	City of Roswell Public Works - Grove Place Waterline	03J	LNC	\$5,288.75
						<b>Matrix Code</b>	\$84,484.58
2019	1	86	6471581	CDA Center Repairs	03M	LNC	\$12,813.32
2020	6	100	6477431	CDA Parking Lot Repairs	03M	LNC	\$50,804.00
						<b>Matrix Code</b>	\$63,617.32
2019	10	95	6477431	Senior Services TOPS Program	05A	LNC	\$2,576.79
2020	8	103	6477431	Senior Services TOPS Program	05A	LNC	\$11,495.94
2020	8	103	6538730	Senior Services TOPS Program	05A	LNC	\$18,504.05
						<b>Matrix Code</b>	\$32,576.79
2019	12	87	6477431	YMCA Afterschool Scholarships	05D	LNC	\$15,000.00
						<b>Matrix Code</b>	\$15,000.00
2019	9	85	6477431	Habitat Homeowner Repair Program	14A	LNH	\$14,929.00
2019	9	85	6538730	Habitat Homeowner Repair Program	14A	LNH	\$30,000.00
						<b>Matrix Code</b>	\$44,929.00
						<b>Total</b>	\$301,596.69

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Coronavirus	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2019	10	95	6477431	No	Senior Services TOPS Program	B19MC130018	EN	05A	LNC	\$2,576.79
2020	8	103	6477431	No	Senior Services TOPS Program	B20MC130018	EN	05A	LNC	\$11,495.94
2020	8	103	6538730	No	Senior Services TOPS Program	B20MC130018	EN	05A	LNC	\$18,504.05
						<b>Matrix Code</b>				\$32,576.79
2019	12	87	6477431	No	YMCA Afterschool Scholarships	B19MC130018	EN	05D	LNC	\$15,000.00
						<b>Matrix Code</b>				\$15,000.00
						<b>Total</b>				\$47,576.79

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
2020	1	88	6538730	2020 Administration and Planning	20		\$7,256.42
						<b>Matrix Code</b>	\$7,256.42
2018	2	74	6477431	City of Roswell-Administration and Planning	21A		\$18,547.61
2018	2	74	6538730	City of Roswell-Administration and Planning	21A		\$12,719.97
						<b>Matrix Code</b>	\$31,267.58
						<b>Total</b>	\$38,524.00



PART I: SUMMARY OF CDBG-CV RESOURCES	
01 CDBG-CV GRANT	776,204.00
02 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
04 TOTAL AVAILABLE (SUM, LINES 01-03)	776,204.00
PART II: SUMMARY OF CDBG-CV EXPENDITURES	
05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	119,769.00
06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
08 TOTAL EXPENDITURES (SUM, LINES 05 - 07)	119,769.00
09 UNEXPENDED BALANCE (LINE 04 - LINES )	656,435.00
PART III: LOW/MOD BENEFIT FOR THE CDBG-CV GRANT	
10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	119,769.00
13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12)	119,769.00
14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05)	119,769.00
15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14)	100.00%
PART IV: PUBLIC SERVICE (PS) CALCULATIONS	
16 DISBURSED IN IDIS FOR PUBLIC SERVICES	110,226.74
17 CDBG-CV GRANT	776,204.00
18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17)	14.20%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
20 CDBG-CV GRANT	776,204.00
21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20)	0.00%



LINE 10 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 10  
 Report returned no data.

LINE 11 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 11  
 Report returned no data.

LINE 12 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 12

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	15	107	6561001	Round 1 CDBG-CV Child Development Scholarships (Phase 1)	05L	LMC	\$74,971.00
	18	108	6561001	Round 1 CDBG-CV North Fulton Community Charities Education Center	03E	LMC	\$9,542.26
	19	110	6561001	Round 1 CDBG-CV Roswell Rec and Parks Adaptive Camp	05B	LMC	\$14,535.84
	20	109	6561001	Round 1 CDBG-CV Roswell Rec and Parks Senior Programming	05A	LMC	\$20,719.90
Total							\$119,769.00

LINE 16 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 16

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	15	107	6561001	Round 1 CDBG-CV Child Development Scholarships (Phase 1)	05L	LMC	\$74,971.00
	19	110	6561001	Round 1 CDBG-CV Roswell Rec and Parks Adaptive Camp	05B	LMC	\$14,535.84
	20	109	6561001	Round 1 CDBG-CV Roswell Rec and Parks Senior Programming	05A	LMC	\$20,719.90
Total							\$110,226.74

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19  
 Report returned no data.