

# Consolidated Annual Performance and Evaluation Report (CAPER)

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PROGRAM YEAR 2019: JUNE 1, 2019 – MAY 31, 2020

City of Saint Paul, Minnesota

1100 CITY HALL ANNEX | 425 WEST FOURTH STREET |  
SAINT PAUL | MINNESOTA | 55102

SAINT  
PAUL





**U.S. Department of Housing and Urban Development**

Minneapolis Field Office  
212 3<sup>rd</sup> Ave S  
Minneapolis, Minnesota 55401

February 23, 2021

Ms. Beth Hubler-Ulrich  
1100 City Hall Annex  
25 West 4th Street  
St. Paul, MN 55113

Dear Ms. Ulrich:

SUBJECT: End-of-Year Review  
Program Year 2019  
City of Saint Paul

HUD is required to conduct an annual review of performance by grant recipients. This is to report to you the results of our review. Additionally, the Secretary must determine that the grant recipient is in compliance with the statutes and has the continuing capacity to implement and administer the programs for which assistance is received.

## **Report**

This review is based upon the information we received concerning the City's 2019 program year of June 1, 2019 through May 31, 2020. We congratulate you on your many accomplishments during this past year on the achievement of Departmental Objectives. Enclosed is a report showing the City's use of Community Development Block Grant (CDBG), HOME and Emergency Solutions Grant (ESG) funds during this reporting period. Some specific accomplishments during the year included:

- The City's funds were expended in a timely manner.
- Spent 96.33% of funds on programs serving low and moderate-income persons.
- Complied with the CDBG public services and administration expenditure limits.
- Assisted 116,100 people with public service activities including crime prevention, crisis intervention, advocacy and protection for victims of domestic violence, legal services and a diversion program for at risk youth facing first time offenses.
- Assisted 129 persons with ESG rental assistance.
- Rehabbed 149 singled family homeowner units.
- Assisted four business with façade treatments.

## **Background Information**

HUD's Office of Community Planning and Development has sought to establish partnerships with State and local governments. The focus of our partnership has been to work with communities to ensure that our joint efforts result in housing and community development programs and policies that benefit and serve low and moderate-income persons. These efforts occur within the framework of the statutes we administer and the regulations and policies that are designed to improve program performance.

The provisions of the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, require the annual submission of performance reports by grant recipients receiving federal assistance through programs covered under these Acts. Additionally, these Acts require that a determination be made by the Secretary, that the grant recipient is in compliance with the statutes and has the continuing capacity to implement and administer the programs for which assistance is received.

With the implementation of the Consolidated Planning Regulations of January 5, 1995, the Department began making comprehensive performance reviews of grantee's overall progress at least annually, as required by the statutes and section 91.525 of the regulations. The review consists of analyzing the consolidated planning process; reviewing management of funds; determining the progress made in carrying out policies and programs; determining the compliance of funded activities with statutory and regulatory requirements; determining the accuracy of required performance reports; as well as evaluating accomplishments in meeting key Departmental objectives.

This assessment not only meets the mandates of the statutes, but it also provides a basis for working together collaboratively to help grantees achieve housing and community development goals. One critical outcome of this collaboration should be the development of a more comprehensive, effective, and concise Consolidated Plan and improved performance in achieving specific goals that correspond to the activities outlined in your forthcoming Action Plan.

### **Public Access**

This Report must be made readily available to the public within 30 days of receipt of your comments. There are several ways the report can be made available to the public. You can assist us in this regard by sharing HUD's report with the media; with members of your advisory committee; or with those who attended hearings or meetings, placing it on your web site or distributing it through a Listserv. HUD will make this information available to the public upon request and may provide copies of future reports to interested citizens and groups.

### **Conclusion**

As a result of our analysis, we have determined that your overall progress is Satisfactory and that the City has the continuing capacity to implement these programs.

If there are any questions please do not hesitate to contact Lori Lindberg, CPD Representative, by phone at (612) 843-6414, or by email at [Lori.L.Lindberg@hud.gov](mailto:Lori.L.Lindberg@hud.gov).

Sincerely,



Marcia A. Kolb, Director  
Office of Community Planning and Development

Enclosures

# **CITY OF SAINT PAUL, MINNESOTA**

## **CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) FOR PROGRAM YEAR 2019 - 2020**

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## **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 St. Paul (City) utilizes Community Development Block Grant Program (CDBG), HOME Investment Partnerships program (HOME), and Emergency Solutions Grant program (ESG) funding primarily for housing related activities, including rehabilitation and development of single family and multi-unit housing, and homelessness prevention and shelter services. To complement the housing effort, CDBG funds are also used for public service activities, public improvement projects, and activities which promote economic development. This report summarizes how federal funds were invested and leveraged from June 1, 2019 through May 31, 2020.

The City also subgrants CDBG dollars to community development organizations to achieve the Housing and Economic Development goals stated in the Consolidated Plan. The City worked with 3 community development organizations during the program year to assist LMI homeowners with housing rehabilitation. The City also subgranted CDBG dollars to 3 community development organizations to assist businesses with economic development activities in low- to moderate-income areas (LMA) and/or serve LMI residents. CDBG funds were also used to support a youth employment program for Saint Paul youth, ages 14-21, from an LMI family or who had a barrier to employment. Internships ran 6 to 9 weeks, depending on the position, paid at least \$11.00 per hour, and averaged 15 hours per week.

CDBG-funded public services furthered the goal of creating a suitable living environment. Activities funded were:

- The Block Nurse program which served older adults and their caregivers, providing in-home health visits, rides to appointments, grocery shopping/errands, and caregiver support and respite – all to help older residents remain at home as long as possible.
- The Acute Intervention Project provided crisis intervention, support, advocacy and increased protection for victims of domestic violence immediately following an assault and throughout the entire legal process.
- The Housing Equality Law Project provided legal services to LMI residents for housing related issues; and
- The Pre-Charge Diversion program which offered youth an alternative to juvenile court for a range of first-time offenses such as shoplifting, property damage, disorderly conduct and curfew violations.

CDBG also provided funding for community engagement through neighborhood District Councils that represent LMI residents in LMAs. District Councils funded were 1-8, 11, and 17. District Councils are neighborhood-based non-profit organizations that serve as liaisons between residents and the City, engaging residents on issues directly affecting District residents, including residential and commercial development.

**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
Community Engagement	Non-Housing Community Development Crime prevention	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		0	0	
Community Engagement	Non-Housing Community Development Crime prevention	CDBG: \$368,729	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	121,839	393,368	322.86%	121,000	116,100	95.95%
Development of New Housing	Affordable Housing	CDBG: \$240,476 HOME: \$2,022,377	Rental units constructed	Household Housing Unit	855	28	3.27%	19	0	0.00%
Development of New Housing	Affordable Housing	CDBG: \$183,830	Homeowner Housing Added	Household Housing Unit	95	14	14.74%	11	5	45.45%
Development of New Housing	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	0	
Economic Development	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				



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 Development	Non-Housing Community Development	CDBG: \$40,660	Facade treatment/business building rehabilitation	Business	15	18	120.00%	2	4	200.00%
Economic Development	Non-Housing Community Development	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				
Economic Development	Non-Housing Community Development	CDBG: \$225,340	Jobs created/retained	Jobs	0	46		6	10	166.67%
Economic Development	Non-Housing Community Development	CDBG: \$244,000	Businesses assisted	Businesses Assisted	15	14	93.33%	2	2	100.00%
Homeless Prevention	Homeless	ESG: \$65,658	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	403		100	129	129.00%
Homeless Prevention	Homeless	ESG: \$331,178	Homeless Person Overnight Shelter	Persons Assisted	0	1,953		4,500	5,397	119.93%
Homeless Prevention	Homeless	ESG: \$127,061	Homelessness Prevention	Persons Assisted	15,000	22,978	153.19%	100	546	546.00%
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		0	0	
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Households Assisted	0	0		0	0	

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 Rehabilitation	Affordable Housing	CDBG: \$906,326	Rental units rehabilitated	Household Housing Unit	300	597	199.00%	48	0	0.00%
Housing Rehabilitation	Affordable Housing	CDBG: \$2,185,655	Homeowner Housing Rehabilitated	Household Housing Unit	450	488	108.44%	75	149	198.67%
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$	Housing for Homeless Added	Household Housing Unit	0	0				
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0				
Public Improvements	Public facilities	CDBG: \$227,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	83,392		15,000	1,003	6.69%
Public Improvements	Public facilities	CDBG: \$	Other	Other	3	4	133.33%			
Public Services	Non-Housing Community Development	CDBG: \$269,333	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25,000	18,288	73.15%	4,500	1,492	33.16%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Public Services	Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Public Services	Non-Housing Community Development	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Remediation of Substandard Properties	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
Remediation of Substandard Properties	Non-Housing Community Development	CDBG: \$	Rental units constructed	Household Housing Unit	0	0		0	0	
Remediation of Substandard Properties	Non-Housing Community Development	CDBG: \$	Homeowner Housing Added	Household Housing Unit	0	0		0	0	
Remediation of Substandard Properties	Non-Housing Community Development	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	0	
Remediation of Substandard Properties	Non-Housing Community Development	CDBG: \$	Housing for Homeless added	Household Housing Unit	0	0		0	0	
Remediation of Substandard Properties	Non-Housing Community Development	CDBG: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0	0	

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Remediation of Substandard Properties	Non-Housing Community Development	CDBG: \$400,793	Buildings Demolished	Buildings	100	87	87.00%	12	11	91.67%
Youth Employment	Non-Housing Community Development Employment	CDBG: \$396,517	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2,000	1,303	65.15%	400	350	87.50%

**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.**

Creation of affordable housing through construction or rehabilitation and the preservation of existing affordable housing are the highest priorities for City investment of CDBG and HOME funds, \$3,516,287 in CDBG and \$2,022,377 in HOME funded these activities. As shown in Table 1, the City met or exceeded most of the 2019 Annual Action Plan Goals and its strategic plan goals for the 2015-19 Consolidated Plan term. The City and its community partners provided loans to make necessary health and safety improvements to 149 single family, LMI owner-occupied homes. The City and its partners added 5 units of new housing through rehabilitation of existing housing and new construction. The City provided funding for the acquisition of 2 affordable rental properties to preserve affordability; a total of 63 units. All units are slated for rehabilitation in program year 2020. HOME funding was committed to support the creation of 41 affordable rental units, 9 of which are designated as HOME-assisted with HOME-program specific affordability and reporting requirements. Construction is underway; construction and lease-up will be complete in 2021. The Coronavirus pandemic (COVID-19) has delayed completing projects and the pace for advancing new projects.

Another priority in the City's 2015-19 Consolidated Plan is Economic Development. There were 2 businesses serving LMI residents assisted this program year and another underway. There were 4 businesses serving low/mod areas which received funding for façade improvements and there is 1 in progress. Ten (10) jobs were created from current and previous years' assisted businesses, and 3 additional projects are underway; CDBG of \$510,000 funded these economic development activities. Again, COVID-19 has delayed some job creation, particularly for those businesses which require face-to-face contact with its customer base and those in the hospitality sector.

The City also utilized CDBG funding during the 2019 program year to assist several agencies to provide public service activities. Initiatives included crime awareness, employment training, senior services, and youth services. These programs either provided services to areas of the City which are comprised of at least 51% LMI households or provided direct services to LMI persons. The following 6 public service activities were assisted during the program year: Community Engagement, Crime Prevention, Housing Information Services, Living at Home Block Nurse Program, Neighborhood Non-Profits, and Youth Employment; a total of \$1,034,579 funded each of these activities.

As part of its application and funding approval process, HUD requires the City to certify that at least 70% of CDBG project funds expended will principally benefit LMI persons. The City may select a one-, two-, or three-year period for this certification; the City has selected a 3-year period. 2019 is the third and final year of the 3-year period and the City has expended 89.65% of its allocation on activities benefitting LMI households. The remaining funds were allocated for activities which eliminated slum and blight conditions and public improvement/public facility benefiting LMI households, \$400,793 and \$227,000, respectively, funded these activities.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME	ESG
White	1,037	0	1,727
Black or African American	1,276	0	2,907
Asian	416	0	257
American Indian or American Native	168	0	661
Native Hawaiian or Other Pacific Islander	9	0	24
<b>Total</b>	<b>2,906</b>	<b>0</b>	<b>5,576</b>
Hispanic	263	0	477
Not Hispanic	2,643	0	5,606

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

### Narrative

For the program year, 217 households were assisted through CDBG funded housing activities. For these households: 49 were White, 85 were Black/African American, 55 were Asian, 8 were American Indian/Native American, and 16 were mixed-race households. Fourteen (14) households identified as Hispanic and 95 were female-headed households. For Public Services funded through CDBG: 2,012 benefitted. Of these: 988 were White; 1,191 were Black/African American; 361 were Asian; 144 were American Indian/Native American; 9 Native Hawaiian/Other Pacific Islander; 140 were mixed race, 249 identified as Hispanic, and 121 were FHOH. Totals for all CDBG funded activities are in Table 2, above.

The City assisted 6,182 persons with ESG program funding. Of those served, 1,727 were White, 2,907 were Black/African American, 257 were Asian, 661 were American Indian/Native American, 24 were Native Hawaiian/Other Pacific Islander, 468 were multiple races, and 138 persons either declined to comment/did not know or data was not collected. Of these, 477 identified as Hispanic/Latino.

## 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	7,321,144	7,260,062
HOME	public - federal	2,750,400	387,981
ESG	public - federal	578,890	529,331

**Table 3 - Resources Made Available**

### Narrative

The City had \$6,764,245 in CDBG entitlement funds and \$556,899 in program income available to fund activities in the 2019 program year. The City also expended CDBG funds that had been allocated during prior program years.

The City had \$1,748,058 in current program year HOME entitlement funds, \$1,002,342 in program income available for activities in the 2019 program year. The City expended a total of \$387,981 during the program year. Funding was used to pay for eligible expenses directly associated with administration of the HOME program and final reimbursement for HOME eligible project-related expenses for 2 multi-family new construction rental properties. All funding reported as expended, see Table 3, reflects only draws from the City's Treasury account completed during the program year, June 1, 2019 through May 31, 2020. Remaining funds will be carried over into program year 2020 and expended on projects which closed just prior to the end of the program year and for projects implemented in the new program year.

The City had available \$578,890 in ESG funding; \$529,331 of which was expended during the program year.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Other

**Table 4 – Identify the geographic distribution and location of investments**

### Narrative

Funds were available citywide, to income-eligible residents. The City also provided funding to subgrantees whose programs are available to income-eligible residents residing in the subgrantee service areas. These subgrantee CDBG-eligible areas include Districts 1-8, 11, and 17. A map which shows the areas of the City with at least 51% LMI persons, referred to as CDBG-eligible block groups and census tracts and is included as Attachment C to this report. All CDBG-funded activities providing an area benefit had a service area that was located primarily in a shaded portion of the map in Attachment C.

## 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 actively pursues and/or requires developers to apply for State funding including from the Minnesota Housing Finance Agency (MHFA), Minnesota State General Obligation (GO) Bonds, Metropolitan Council, and Minnesota Department of Employment and Economic Development. Private funders include foundations, banks, other lenders, and developer equity. City funding includes Housing and Redevelopment Authority (HRA) funds, Tax Increment Financing (TIF), Conduit Revenue Bonds, City sales tax (STAR) funds, and discounted City/HRA owned land. Other sources are Low-Income Housing Tax Credits, Housing Revenue Bonds, New Markets Tax Credits, Historic Tax Credits (federal and state) and Opportunity Zone equity.

In PY 2018, the City established a local Housing Trust Fund (HTF) to facilitate more intensive investments in housing access, affordability, stability, and quality. During the program year, working in partnership with local foundations and supportive service providers, the City established a rent supplement program, Families First. The program provides a \$300 monthly rent supplement and ongoing supportive services for up to 3 years in select Saint Paul schools. Households must meet income and rental limits and may not receive other significant housing assistance such as public housing or a Section 8 voucher.

The City's dedication to preserving healthy, affordable housing for the well-being and stability of all residents and the community is partly achieved through the 4(d) Affordable Housing Incentive Program. The City offered a property tax incentive and small cash grant for rental property owners to preserve affordability. In the program year, 89 properties were enrolled, 727 total units; nearly half at 50% AMI, the rest at 60% AMI. City also created a database of NOAH units citywide and continues its rental rehab program offering 0% interest loans to landlords for repairs to rental buildings provided they maintain rents affordable at 60% AMI.

The City disposed of several publicly-held parcels during the program year, of these, 7 parcels were sold to the developer of Rice Street Flats which over the next year will construct 41 units of affordable rental housing, 9 will be designated HOME-assisted units.

The City leverages its ESG funds through allocations to organizations that work collaboratively with Ramsey County Continuum of Care (CoC)-funded activities. ESG requires a dollar-for-dollar match, which was met by its subgrantees in the amount of \$720,340 for PY 2019, in the following ways:

- Minnesota Veterans Services
- Minnesota Department of Human Services
- Private foundation funds
- Private donations

HUD requires all participating jurisdictions match HOME program funding spent with 25% non-federal funds. For PY 2019, the City received a match reduction of 50% due to fiscal distress and requiring only a 12.5% match. Effective April 10, 2020 HUD issued a statutory suspension to meet



COVID-19-related immediate housing needs and help prevent spread of the virus - a 100% reduction in matching contributions for cities, like Saint Paul, covered by a major disaster declaration. It applies to fiscal years 2020 and 2021; HOME funds expended from October 1, 2019 through September 30, 2021. Match was earned during the program year and is summarized below in Tables 5 and 6.

The City ended the 2018 program year with \$54,969,137 in excess match. Additional match was earned through HRA Housing Revenue bonds provided for the HOME-assisted development Rice Street Flats. Total match from the bonds was equal to \$3,375,000 or 50% of face value. Per HOME regulations, this form of match may only be used to meet 25% of the City's match obligation - \$46,957.82. As of May 31, 2020, the City's excess match was \$54,828,264 (see Table 5 Summary of HOME Match and Attachment D).

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	54,969,137
2. Match contributed during current Federal fiscal year	46,958
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	55,016,095
4. Match liability for current Federal fiscal year	187,831
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	54,828,264

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land / Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
2259 - Rice Street Flats, 782 Rice St 55117	05/19/2020	0	0	0	0	0	3,375,000	46,957.82

Table 6 – Match Contribution for the Federal Fiscal Year

## HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
990,348.67	52,421.13	990,348.17	0	52,421.13

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	3,265,109	0	0	0	0	3,265,109
Number	2	0	0	0	0	2
Sub-Contracts						
Number	71	4	1	4	0	62
Dollar Amount	1,061,733	62,839	4,728	20,127	0	945,698
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	3,265,109	0	3,265,109			
Number	2	0	2			
Sub-Contracts						
Number	71	14	57			
Dollar Amount	1,061,733	157,458	904,275			

**Table 8 - Minority Business and Women Business Enterprises**

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

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		7	340,000			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

## CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	26	68
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>26</b>	<b>68</b>

**Table 11 – 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	26	4
Number of households supported through Rehab of Existing Units	0	1
Number of households supported through Acquisition of Existing Units	0	63
<b>Total</b>	<b>26</b>	<b>68</b>

**Table 12 – Number of Households Supported**

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

This program year, no new HOME units were constructed. HOME funding was committed to support the creation of 41 affordable rental units, 9 of which are designated as HOME-assisted with HOME-program specific affordability and reporting requirements. Construction is underway; construction and lease-up will be completed in 2021. Five (5) units were completed through new construction and acquisition/rehabilitation. Two (2) existing affordable rental developments were acquired, a total of 63 units, to preserve affordability.

The major obstacle in meeting the goals continues to be the lack of sufficient funds. With rising construction costs, production of new housing and rehabilitation of existing affordable units requires a substantial subsidy. The City must partner with other government agencies and various foundations to sufficiently finance affordable housing development projects each year. The COVID-19 pandemic and the impact on how the City conducts business created an additional barrier to committing and closing on HOME funded projects; planned developments are moving forward but there have been some delays with shifts to mostly-remote work. The Coronavirus pandemic (COVID-19) has delayed completing projects and the pace for advancing new projects.

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

The City will continue to budget approximately 50% of its CDBG allocation and all its HOME allocation toward the rehabilitation of existing and creation of new affordable housing units.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	78	0
Low-income	78	0
Moderate-income	55	0
<b>Total</b>	<b>211</b>	<b>0</b>

**Table 13 – Number of Households Served**

**Narrative Information**

CDBG funded the rehabilitation of 149 housing units. Thirty-seven (37) units are occupied by households at or below 30% AMI, 60 were occupied by households with incomes from 31% to 50% AMI, and 51 were occupied by households with income from 51% to 80% AMI. Of these, 40 were female-headed households. It also provided funding for five new homeownership units through acquisition/rehabilitation/resale and new construction to lower income households. Of these households, 1 was occupied by a household with an income from 31% to 50% AMI and the other 4 by households with income from 51% to 80% AMI. Two (2) existing affordable rental properties were purchased to preserve affordability and will be rehabilitated in PY 2020. There was a total of 63 units of which 41 were occupied by households with incomes at or below 30% AMI, 17 with household incomes from 31% to 50% AMI, 1 unit was occupied by a household above 80% AMI and the remaining 4 units were not occupied at the time of acquisition.

No new housing units were constructed with HOME funding. One project closed, a total of 41 affordable rental units, 9 of which are designated HOME-assisted units. Construction and occupancy will be completed during PY 2020. A project originally slated to close during PY 2019 did not close until early PY 2020 due to delays related to COVID-19; it will result in 82 affordable rental units of which 8 will be designated HOME-assisted units.

## **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 and Ramsey County receive Emergency Solutions Grant (ESG) funding through direct allocations from HUD. In order to more efficiently administer the deployment of City ESG funds, the City entered into a Joint Powers Agreement (JPA) with the County during the program year. The County administers the ESG funds; selects subrecipients and enters into contracts to implement use of funds; processes subrecipient reimbursements; monitors subrecipient performance; manages HMIS data collection and required reporting to HUD and the City. During the early days of the pandemic, street outreach service models were revised to follow public health guidance, in some cases resulting in a temporary reduction in services provided during the program year. Some service providers changed how services were provided by doing so over the phone or through virtual/remote meetings, while others modified their in-person practices with PPE and social distancing for employees and clients. Funding was awarded as follows:

**Breaking Free** - Provided street outreach to women and children escaping sexual exploitation in addition to providing stable housing opportunities.

**People Inc.** – Metropolitan Homeless Street Outreach Program (MHSOP) - Provided street outreach to unsheltered adults with mental illness – working directly with residents living outside or in camps. MHSOP services through street outreach were basic survival gear, benefits assistance, and assistance in stabilizing mental health symptoms. Outreach Specialists addressed housing needs and worked with Ramsey County Group Residential Housing Program (housing and services) to assist participants in securing stable housing.

**RADIAS Health (South Metro Human Services) – ACCESS Program** - Provided outreach and case management services to unsheltered adults with serious and persistent mental illness and substance abuse disorders in Ramsey County. Staff worked at shelters, Dorothy Day Center, and drop-in centers. ESG funds were also used for street outreach services in partnership with the Saint Paul Police Department program using licensed clinical social workers and housing vouchers from MHFA to provide stable housing.

**Coordinated Access to Housing and Shelter (CAHS)** - Conducted intake assessments to determine the most appropriate referral for homeless families and individuals seeking emergency shelter.

**Street Outreach to Homeless Veterans** - Provided to homeless Veterans in emergency shelters and where homeless Veterans may congregate as part of the Minnesota Assistance Council for Veterans (MACV) Supportive Services for Veteran Families Program (also funded by the U.S. Department of Veterans Affairs).

**Community Resource Outreach Project** - Offered weekly outreach to unsheltered residents who use Saint Paul's Central Library during the day. Homeless residents received referrals to services in the stable quiet environment of the Central Library.

**Streetworks** – A collaborative of community agencies provided street outreach services to homeless youth metro-wide. Included is Safe Zone's homeless youth drop-in center which operates in downtown Saint Paul.

Jurisdiction's Progress: Adequate funding for street outreach remains a concern and was made more difficult by the spread of COVID-19. In response, the City's ESG funded street outreach efforts were focused on Veterans and unsheltered residents during PY 2019. At the same time, the City, Ramsey County, and Saint Paul Foundation granted additional funds to community service providers for comprehensive street outreach to unsheltered residents sheltering in downtown skyways and on light-rail transit. Ramsey County and partners also opened an additional overnight shelter, Safe Space, initially for the coldest months, and now open all year.

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

Recognizing financial limitations during PY 2019, Saint Paul addressed emergency shelter and transitional housing needs of unsheltered residents as follows:

Emergency Solutions Grant (ESG) - City ESG partially funded operational costs of emergency shelters and transitional housing services, street outreach to unsheltered residents, homelessness prevention, and Rapid Re-Housing (RRH) programs assisting residents experiencing homelessness. These funds supplemented community services financed through the Ramsey County Continuum of Care (CoC) and state-funded Family Homelessness Prevention Assistance Program (FHPAP).

**Emergency Shelter** – City ESG grant dollars partially funded operational costs of Dorothy Day Center Higher Ground (emergency shelter-adults), Family Service Center (emergency family shelter), Lutheran Social Services (LSS) Safe House (emergency youth shelter), Salvation Army Booth Brown House, (emergency youth shelter), Interfaith Action (emergency family shelter), Safe Zone (drop-in center for homeless youth) and the Day Center (day center for homeless families). With additional support from Ramsey County, Saint Paul Foundation, and the City, Model Cities also operated an overnight shelter, Safe Space, with additional beds initially only during the coldest months but now open all year.

**Rapid Re-Housing (RRH)** - ESG partially funded Face to Face Safe Zone (RRH services for homeless youth), Theresa Living Center (homeless women and single-parent families) and YWCA St. Paul (homeless families).

**Transitional Housing** - ESG partially funded operating costs for transitional housing for single-parent families at the Theresa Living Center and YWCA St. Paul.

**Dorothy Day Center ReVision** – The opening of Dorothy Day Center Higher Ground facility provided: 280 shelter beds (including medical respite and pay-for-stay beds), and 193 permanent single room occupancy (SRO) supportive housing units. During program year 2018, all 193 SRO units were occupied. Phase II, the Saint Paul Opportunity Center opened in late 2019 providing



177 permanent housing units integrated with a one-stop location to connect people with critical services to improve health, income, housing stability, and well-being.

Due to COVID-19 the number of beds available for emergency shelter decreased to ensure social distancing. Ramsey County filled in this gap by funding additional beds in alternative locations, e.g. hotels, and working with the City and social service organizations to identify alternative emergency shelter space. As the program year came to a close, some emergency shelters had opened additional space within their facilities in order to maintain social distancing and continue to provide an equivalent or nearly equivalent number of beds pre-COVID-19. Ramsey County opened a separate shelter space with individual rooms for unsheltered residents experiencing COVID symptoms not severe enough to require hospitalization. Late in PY 2019, a City-County work group pursued additional properties and service providers to add shelter space in PY 2020.

**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**

Ramsey County funds community programs and counseling to previously institutionalized or homeless individuals by funding nonprofit service providers that assist low-income individuals and families in the transition to permanent housing. The County and its community partners administer the primary social service networks that perform these functions and include assistance for childcare, job training, transportation, mental health counseling, chemical dependency treatment, and job search assistance.

The City's ESG Program funded homelessness prevention programs in partnership with Southern Minnesota Regional Legal Services, Neighborhood House, Minnesota Assistance Council for Veterans (MACV), and Minnesota Community Care (in partnership with Ramsey County) – HouseCalls/Families in Crisis. Prevention services offered included legal services, financial assistance for utility payments, rent payments, rental deposits – all necessary to secure and maintain stable housing.

Saint Paul has a long history of funding supportive housing facilities, which include Crestview, Visitation, Jackson Street Village, Jeremiah Program, St. Christopher's Place; and Saint Paul Residence which continues to provide 120 supportive housing units (60 units for late stage chronic alcoholics and 60 units for formerly homeless residents including some adults who may have been discharged from publicly-funded institutions). Catholic Charities' new Dorothy Day Center Higher Ground facility provides 280 shelter beds which includes medical respite beds, pay-for-stay beds, and 193 permanent SRO supportive housing units. Phase II opened late 2019 adding 177 SRO supportive housing units and a new Opportunity Center. The City awarded LIHTCs to Ain Dah Yung Supportive Housing development which opened in late 2019 and provides 42 supportive housing units for homeless youth with a focus on American Indian culture, an underserved community.

Overall, the City and County worked with its community agency partners to fund programs that assist residents experiencing homelessness, including allocating CDBG funds for the Block Nurse Program and neighborhood non-profit programs that helped residents in need.

In summary, during PY 2019, affordable housing and supportive services were provided within the City of Saint Paul to residents experiencing homelessness and residents needing supportive housing, including the elderly, frail elderly, persons with disabilities, persons with HIV/AIDS, persons with chemical dependency, and those with limited English-speaking proficiency. That said, more affordable housing and more affordable supportive housing are needed citywide. In response, the City continues to finance affordable housing developments, and the City of Saint Paul's Comprehensive Plan includes strategies to facilitate the development of affordable housing citywide.

Other City initiatives: established a local Housing Trust Fund; funding for community land trusts to provide new pathways to homeownership and promote long-term affordable community ownership; created a database of naturally occurring affordable housing (NOAH) units to assess risk of conversion and identify opportunities for preservation, established a rental supplement program in partnership with local foundations and social service providers for households at/below 50% AMI, established a downpayment assistance program and enrolled 89 properties in the 4(d) property tax incentive program to stabilize and preserve existing affordable housing units.

**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**

In partnership with Ramsey County CoC, the City assisted adults, families, and youth experiencing homelessness with the following services:

**Homeless Adults** – Catholic Charities Higher Ground and Opportunity Center providing 177 permanent housing units integrated with a one-stop location to connect people with critical services to improve health, income, housing stability, and well-being. Saint Paul Residence provided permanent supportive housing using the Housing First model (60 units for those with late stage chronic alcoholism and 60 units for long term homeless residents) which focuses on providing permanent, affordable housing as quickly as possible and then provides the supportive services and connections to community-based supports needed for individuals/families to keep their housing.

**Homeless Families** – Homeless families were assisted with transitional housing/RRH programs through Catholic Charities, Family Service Center, YWCA St. Paul, and Theresa Living Center. Prevention initiatives included rental assistance, legal services, and utility assistance through Neighborhood House, Southern Minnesota Regional Legal Services, and WSCHS HouseCalls all of which provided supportive services to those at risk of losing their housing.

**Homeless Youth** - Recognizing that the number of emergency shelter beds/housing for homeless youth remains insufficient, the City partially financed emergency shelters, drop-in centers, and RRH services. Partners included the Salvation Army, LSS Safe House, Ain Dah Yung (focused on American Indian youth), and Face to Face Safe Zone.

**Homeless Veterans** - MACV provided street outreach and RRH services for homeless veterans.

**Affordable Housing** - The lack of affordable housing is often cited as a reason for homelessness. In response, Saint Paul allocated City (Housing and Redevelopment Authority and sales tax), Federal financing allocations (LIHTC and tax-exempt bonds) and HUD funds (CDBG, HOME) to construct or preserve affordable housing. New initiatives included: established a local Housing Trust Fund; funding for community land trusts to provide new pathways to homeownership and promote long-term affordable ownership; creation of a database of NOAH units across the City to inform preservation strategies; implemented Families First, a rental supplement program with supportive services for households at/below 50% AMI and a child in St. Paul Public schools; enrolled 89 properties in the 4(d) program with property tax incentives to stabilize and preserve existing affordable housing units; and continued the rental rehab program providing loans to landlords for building improvements provided they maintain affordable rents.

The City's Owner-occupied rehab program and its non-profit partners improved homeowner housing conditions. The HRA'S LIHTC Qualified Allocation Plan (QAP) encourages economic integration and housing stability with production and preservation of affordable housing throughout the city. The QAP prioritizes projects that create larger, family sized housing units and projects that commit to longer periods of affordability and promotes greater access to housing by limiting security deposits and denials based on rental and credit history. An additional condition for receiving LIHTC through the HRA is developing tenant screening guidelines that implement the 2016 HUD Fair Housing Guidance related to the use of criminal history.

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

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

**Public Housing and Project-Based Rental Assistance (PBRA):** Saint Paul Public Housing Agency (PHA) is an important provider of affordable housing for thousands of Saint Paul households with the greatest need (households at or below 30% of AMI). PHA owns and manages 418 public housing units and 3,836 units with Project-Based Rental Assistance (PBRA) that were converted from public housing via HUD's Rental Assistance Demonstration (RAD) effective January 1, 2020. PHA also currently administers 4,924 Housing Choice Vouchers (HCVs). In total, PHA provides over 9,000 affordable homes to more than 21,000 people.

PHA strives to provide excellent property management and maintenance for 16 hi-rises, 4 family housing developments and its 418 scattered site homes. PHA has strict but fair standards for its rental leases and prepares its vacant units to high standards for each new resident. All emergency work orders are performed within 24 hours and routine work orders usually in less than 3 days. All apartments are inspected at least twice annually to ensure local codes and HUD standards are met. PHA's excellent property management and maintenance help to maintain and improve the City's housing stock and promote neighborhood stability. PHA provides community policing and assisted living services for frail elderly, disabled residents and others.

**Waiting Lists** – Currently, PHA's waiting list for the PBRA and public housing units included 2,996 households. The waiting list, closed since August 2018, will reopen later in calendar year 2020. The Housing Choice Voucher (Section 8) waiting list currently includes 2,545 households. The list, closed since June 2019, is expected to reopen in 2023. PHA is accepting applicant referrals from partner agencies for special voucher categories, including VASH (Veteran Affairs Supportive Housing), FUP (Family Unification Program), Mainstream Vouchers (for non-elderly persons with a disability), and clients graduating from supportive housing service programs with project-based vouchers (Move Up).

The Annual Agency Plan for Federal FY 2020 (PHA's Fiscal Year 2021, beginning April 1, 2020), Five-Year Capital Fund Plan, and Annual Report are posted at: <http://www.stpaulpha.org>.

**Public Housing** – PHA has maintained its High Performer status under HUD's Public Housing Assessment System for 29 consecutive years. PHA does not administer HOPE VI activities or Mixed-Finance Modernization and Development. PHA has also maintained its High Performer status under HUD's Section 8 Management Assessment Program (SEMAP) for 19 consecutive years. PHA successfully implements and administers current agreements for Project-Based Vouchers (PBV); including PBV(s) in supportive housing that assists the State, Ramsey County, and the City with their plans to end homelessness.

**Rental Assistance Demonstration Conversion (RAD)** – Effective January 1, 2020, most public housing units converted, debt-free, to HUD's Project-Based Rental Assistance (PBRA) program via HUD's RAD program. The conversion does not constitute privatization of public housing; PHA continues to own, manage, maintain and improve those former public housing units through long-term PBRA contracts. The initial 20-year contracts, by law, must be renewed; this ensures the units remain permanently affordable to low-income households. Residents continue to pay 30 percent of income towards rent and retain the same basic rights as living in PHA owned housing. The primary benefit is more predictable, reliable funding.

## **CR-30 PHA - Capital Improvements and Section 8 HCV Program**

**Capital Improvements** – PHA follows its 5-Year Capital Plan to renovate/modernize units, including improvements for fire and life safety and are renovated/maintained using green sustainable designs to conserve energy and water. To preserve and improve units PHA uses PBRA operating revenues and replacement reserves, HUD Capital Fund grants, forgivable loans from MHFA's Publicly Owned Housing Program (POHP) and grants from Federal Home Loan Bank's Affordable Housing Program.

**Section 8 Housing Choice Voucher Program** – PHA fully utilized its vouchers (4,924) without exceeding authorized limits, and continued collaboration with the CoC to meet housing needs of the City's most vulnerable residents. Vouchers include 175 FUP, 288 Mainstream Program/Disability, and 236 VASH. PHA has allocated 516 project-based vouchers (PBVs); more than half of those (328) are in supportive housing developments that assist the City, County and State Plans to End Long-Term Homelessness. PHA has committed to project-basing up to 300 more vouchers over 5 years for mixed-income, supportive-housing for homeless using a combination of HCVs, VASH and FUP vouchers. Up to 120 were offered in MHFA's 2020 Consolidated Request for Proposals.

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

Since 1999, PHA has had a Resident Advisory Board (RAB) with membership comprised of:

- All members of the Hi-Rise Presidents Council (16 Hi-Rise buildings).
- All members of the Family Residents' City-Wide Residents Council (16 members, including the 4 officers from each of the 4 family housing developments).
- Section 8 representatives who volunteered for the RAB.
- Two PHA Commissioners - 1 Commissioner represents the elderly hi-rise residents and 1 Commissioner represents family residents.

During the program year, PHA Senior Management meets with the RAB, including the Hi-Rise Presidents Council and the Family City-Wide Residents' Council, to discuss PHA policy changes, Annual Plan, and Capital Improvements. During PY 2019, PHA actively encouraged discussions about PHA policies and planning capital improvements, such as the Rental Assistance Demonstration (RAD) Program.

Additionally, PHA Resident Initiative Department and the Resident Councils worked together to form new partnerships with community service agencies for the benefit of its residents.

PHA annually updates its Agency Plan for the fiscal year; staff reviews the plan with the RAB and representatives from tenant advocacy organizations. The draft is then released for public comment and a public hearing is held in mid-November.

To promote economic opportunities, PHA participates, to the greatest extent possible, with the Section 3 program – by hiring qualified PHA residents and qualified Section 3 businesses. Section 3 provides employment and other economic opportunities generated using HUD funds to be directed to low- and very low-income citizens and businesses owned by PHA residents or other LMI citizens. Thanks to the PHA's Section 3 Program, public housing residents have been able to access job skills training and attend hiring fairs at PHA community centers. PHA residents are

referred to Workplace Essentials training facilitated by Avivo (formerly Minnesota Resource Center). Approximately 30 PHA residents have successfully completed small business training provided by African Economic Development Solutions (AEDS). Moving forward, these graduates will have access to unlimited counseling in business development, marketing insights, general support and financial advice, leads and Sharia banking if relevant.

In the future PHA plans to revisit possible options for resident homeownership/asset preservation for the 418 housing units remaining in the public housing program.

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

**Not applicable.** PHA has maintained its High Performer status under HUD's Public Housing Assessment System for 29 consecutive years and its High Performer status under HUD's Section 8 Management Assessment Program (SEMAP) for 19 consecutive years.

PHA has a continual need for stable Federal funding to maintain its high standards.

## **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)**

In PY 2019, the City had approximately 12,228 publicly assisted affordable housing units including 4,273 public housing units and 4,924 Housing Choice vouchers (HCV). Roughly 36% of City renters receive some housing assistance, yet over 50% of renters in Saint Paul are cost burdened and more than 25% of renters are severely cost burdened. The City has identified the most significant barriers to affordable housing: 1) Housing costs which continue to rise coupled with an insufficient number of housing units for all income levels and 2) median household incomes and wages not keeping pace with housing cost, especially for households with incomes at or below 50% AMI and for people of color.

In response, the City's Affordable Housing Policy requires that City-financed rental projects include affordable housing units: 10% of units affordable to households at 30% AMI; 10% affordable to households at 50% AMI; and 10% affordable to households at 60% AMI. The City's Locational Choice Policy and LIHTC program also encourage an equitable distribution of affordable housing citywide.

**Lack of Sufficient Funding for Publicly-Assisted Housing** - The lack of sufficient federal funding and LIHTC are the most substantial barriers for developing affordable housing. In general, the City continually receives less CDBG funding. In 1975, the City received approximately \$18,000,000 whereas for PY 2019 it received \$6,764,245. Similarly, the City received HOME funds of \$2,316,000 in 2000 and in PY 2019 the City received \$1,748,058. Both CDBG and HOME funding are down slightly from PY 2018. It is expected this trend will continue or remain steady; a similar trend is likely for LIHTCs. Through CARES Act authorizations, the City pursued HOME program waivers which provided flexibility in use of funds; CHDO set-aside will be used for non-CHDO activity funding to recapitalize operating reserves for 2 rental developments still under the affordability period that have increased operating costs due to the COVID pandemic. A total of 28 HOME-assisted units will be stabilized within two SRO buildings with 146 total affordable units.

**Zoning Code** – The City amended its zoning code to increase housing density on high-use transportation corridors to increase housing development; the City's Zoning Code does not impose conditional use permits for supportive housing which is classified as apartments, and has increasingly allowed for rezoning for increased building heights; requirements for parkland dedication as a mechanism to ensure adequate park amenities for all residents was reduced for affordable housing developments; Accessory Dwelling Units (ADU) are now allowed throughout the City; Sustainable Building Regulations Ordinance established sustainable building regulations for buildings owned, operated or funded by the City ensuring energy efficiency and sustainability and thus lower costs for building owners and ultimately tenants.

**Financial Incentives** - St. Paul's Inspiring Communities program has provided homeownership assistance (\$5,000 for homebuyers under 80% AMI / \$2,500 for incomes over 80% AMI) for purchasers of single-family homes constructed on vacant lots sold to developers, and subsidized by the HRA, for affordable housing development.

During PY 2019, the City / HRA provided funding to 2 developments, 63 total units, for preservation. An additional 10 developments were provided funding for new construction, a total of 1,333 units; 777 market rate and 556 affordable units 9 of which will be HOME units and 362 for seniors. All units are under construction and slated for completion and lease-up in 2021.

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

There is no single strategy or program that can solve the City's housing crisis. The City is dedicated to creative, collaborative and thoughtful approaches that deepen and widen investment across the entire City of Saint Paul.

Affordable rental housing and affordable homeownership remain underserved needs. During PY 2019, the City and its subrecipients addressed many underserved needs through its ongoing, multi-year HUD funded housing programs using CDBG, HOME, state and local funds, and LIHTC. Funds were used for programs to develop affordable rental and home-ownership units. During PY 2019, the City provided funding for the preservation and/or creation of 496 new affordable housing units. The City awarded LIHTC to Ain Dah Yung for construction of a culturally responsive affordable supportive housing units for American Indian formerly homeless young adults; the 42 units came on-line in mid-2019. The City's homeownership programs (home-improvement deferred loans, Mortgage Foreclosure Prevention Program, and affordable production program) stabilized households. The City participated with the Minnesota Home Ownership Center's (MNHOC) Home Ownership Opportunity Alliance to develop strategies to decrease the disparities in homeownership and increase homeownership within communities of color. Finally, the City also partnered with CDCs to develop and rehabilitate housing citywide, a total of 154 households were served.

New City initiatives - established a local Housing Trust Fund to facilitate more intensive investments in housing access, affordability, stability, and quality. During the program year, working in partnership with local foundations, the City established a rent supplement program, Families First, to provide families a \$300 monthly rent supplement and ongoing supportive services to LMI households for up to 3 years in select Saint Paul schools. Households must meet income and rental limits, based on household size, and not be receiving other significant housing assistance such as public housing or a Section 8 voucher. Through the 4(d) Affordable Housing Incentive Program exhibits the City offers property tax incentives for rental property owners to preserve affordability. In the program year, 89 properties were enrolled, 727 total units; nearly half at 50% AMI, the rest at 60% AMI.

In spring 2020, the City established the Saint Paul Bridge Fund to provide emergency relief to families and small business most vulnerable to the economic impacts of the COVID-19 pandemic. The program was funded with \$3.25 million from CARES Act funds suballocated to Saint Paul from the State of Minnesota, and \$864,305 contributions from philanthropic, corporate and individual donors. From the more than 7,200 applications reviewed 1,265 families were awarded a \$1,000 grant. Of these, 63% were from ACP50 areas, 66% indicated they were renters, 37% cited being laid off or furloughed, 22% cited reduced work hours, and 19% were unbanked. The number of small businesses awarded a \$7,500 grant was 380. Of these, 37% were from ACP50 areas and 90% cited they were ordered closed under the Governor's Executive Orders. A second round of CARES Act business assistance grants is planned for fall 2020.



Ramsey County has also invested CARES Act dollars in business support grants, grants to cover rent, mortgage and utility costs for low income residents, and grants to landlords impacted by unpaid rent.

### **CR-35 Other Actions - Actions taken to address obstacles to meeting underserved needs**

Housing Services for Underserved Residents - ESG funds were allocated for emergency shelters (homeless individuals, families, and youth), and rapid re-housing programs (assisting homeless adults, youth, and families move from shelters to permanent housing). The opening of Catholic Charities' High Ground in late 2017 and Phase II an Opportunity Center helped ease the continued need for emergency shelter space and permanent supportive housing and provided an integrated one-stop location connecting people to critical health and community services and housing. Catholic Charities continued to operate Saint Paul Residence which has 120 supportive housing units including 60 housing units for residents with late stage chronic alcoholism. Ramsey County made Safe Space homeless shelter open year-round, open 10 p.m. to 9 a.m. and beds for 64. It fills the need for additional low-barrier emergency shelter beds. Mino Oski Ain Dah Yung opened in late 2019, adding 42 beds of permanent supportive housing with a focus on Native American youth and culture. The City and the County also worked with community agencies to respond to the needs of New Americans, refugees, and persons with limited English proficiency (LEP).

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

The problem of lead-based paint (LBP) hazards remains a major concern for the City due to the large number of older housing units. The City continued to comply with all LBP regulations. The City provided information on LBP hazards to households utilizing federal funds for housing activities, i.e. purchasing a home or receiving housing rehabilitation services, during the 2019 program year. All City housing programs include adequate funding to address LBP, and the City works in conjunction with health officials and other agencies to address the issue. The City has enhanced its documentation requirements of Lead Certified contractors to ensure all employees are aware of and complying with lead safe work practices.

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

During PY 2019, the City partnered with youth workforce activities and other related public service activities which complement programs provided by Ramsey County, the primary social service provider in Saint Paul. Workforce activities included outreach, basic skills and job training, job placement, and follow-up employment services.

The City's Right Track program offered summer employment to Saint Paul youth ages 14 to 21 from low-income families and/or with a barrier to employment. This program is Saint Paul's pipeline for youth career development and building a diverse future workforce. The City, Saint Paul Public Schools, Saint Paul Area Chamber of Commerce, local businesses, foundations, and community-based organizations collaborate to provide employment opportunities and help build professional skillsets for Saint Paul youth.

The City's CERT Program (business certification program for M/W/SBE), Vendor Outreach Program (VOP), and Section 3 program provide economic opportunities to businesses and individuals who have historically lacked equitable access to public contracting opportunities. VOP encourages economic opportunities for minority-owned, women-owned, and small businesses.

The City's Section 3 Program promoted local economic development by requiring that when employment or contracting opportunities are generated on HUD-funded construction projects, preference must be given to low-income persons or businesses residing in the community where the project is located. In 2019, the City fell slightly short of the current Section 3 business inclusion contracting goal of 10% by achieving an 8.3% goal overall with \$818,215 being awarded to Section 3 businesses out of \$9,839,963 for HUD funded projects. Actual Section 3 participation for CDBG was 5.8%, no HOME funded projects were monitored and the remainder was associated with the NSP program. The City continues to work with vendors to ensure Section 3 businesses and residents are notified and utilized in local public contracting opportunities.

Residents can register in Spanish for the Section 3 program. The City hosted monthly workshops to help businesses certify and access resources. These workshops offered M/W/SBE and Section 3 businesses an opportunity to complete a CERT and Section 3 application, register with City Procurement, meet with volunteer business mentors and attorneys, and meet with City licensing officials. CERT also partners with Wells Fargo and the Federal Reserve Bank to host workshops for W/M/SBE and Section 3 businesses to help them access capital. Due to COVID-19 these meetings were temporarily suspended and are now offered through virtual workshops.

In late 2018, Saint Paul Mayor Melvin Carter signed into law a citywide minimum wage ordinance. Beginning in 2020, the minimum wage for macro businesses, 10,001 + employees and City employees, is \$12.50 and increases to a full \$15 by July 1, 2022. Smaller businesses begin July 1, 2020, and go up in small increments, depending on the number of employees, through July 1, 2025, when the minimum wage will be the City rate for all businesses. January 1, 2020, CollegeBound St. Paul was launched which provides every child born in the city a \$50 seed deposit savings account. Families can contribute to the fund. The program is sustained with funding from the City, the State, foundations, corporations and individual donors.

### **CR-35 Other Actions - Additional Actions to Reduce the Number of Poverty Level Families**

Municipal Fines and Fees – National League of Cities (NLC) has selected Saint Paul to participate in its Cities Addressing Fines and Fees Equitably (CAFFE) six-city technical assistance initiative designed to help cities assess and reform their use of local fines and fees and develop equitable collections strategies. Cities will assess fines and fee structures within at least one of their municipal collections entities; learn new ways to reduce inequities in how fines and fees are imposed; and make program or policy changes that lead to a new collections model for the city, connecting residents in debt with services that improve their financial health. The study ran through June 2020 with the outcomes pending.

Job fairs are held through the City and County several times each year. Held in partnership with Ramsey County Workforce Solutions, Chambers of Commerce and other community partners, job fairs may focus on specific employers and/or employment sectors. Held separately, but enhancing the impact of job fairs, are Community Power-Up meetings, held monthly and provide citizens with opportunities to clear their criminal record and erase an eviction, receive practical education on work, finances, legal issues, and other housing issues. Most of these have gone to a virtual format due to COVID.

There are also other opportunities that are available to Section 3 residents such as the Goodwill/Easter Seals Construction Skills Training Program which includes construction training, on-site work training, 6-weeks paid training on construction sites, employment readiness and job placement services.

Smaller initiatives by the City, including ones in response to COVID-19 are: elimination of library fines to encourage return of materials and continued access to library materials by residents for whom fines would be a significant burden; reduction of business license fees, waived vehicle towing charges, and delayed street assessment in order to provide some financial relief to businesses and residents during the pandemic. The City has also worked with Ramsey County to establish Career Labs in four City libraries, designed to assist residents with job skill development and job searches. The City and County have invested CARES Act funds to distribute TechPaks to residents to address digital divide impacts exacerbated by COVID. The TechPaks contain a laptop and hotspot.

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

Saint Paul's institutional structure created opportunities for the City to partner with many organizations. During PY 2019, the City collaborated with other government partners - Federal, State, and County, non-profit organizations, and housing developers to implement housing, economic development, and community development activities.

The City, through its ESG funding, participated with the CoC and community agencies, such as Catholic Charities and the YWCA Saint Paul, to provide support to unsheltered residents and Coordinated Access, which required substantial local funding. Correspondingly, the City/County had less local funding for service delivery to unsheltered residents. During PY 2019 the City also partnered with 15 ESG subgrantees to assist those experiencing homelessness and those at risk of becoming homeless, including underserved populations such as new Americans, those with limited English proficiency, seniors, youth, and homeless Veterans.

Catholic Charities Opportunity Center opened late 2019. Located adjacent to the new Higher Ground, the Opportunity Center is an integrated one-stop location connecting people to critical services offered by both Catholic Charities and a diverse range of other organizations and partners across Greater Minneapolis/Saint Paul, including Ramsey County, Veterans Affairs, and health care providers to improve health, income, and well-being. Above the Opportunity Center will be a range of permanent housing options for 170 people who were formerly homeless.

During PY 2019, Saint Paul residents were also empowered by City's institutional structures, such as the City's Central CERT Program, VOP, and Section 3 program - all of which provide economic opportunities to businesses and individuals who have historically lacked equitable access to public contracting opportunities. City's Section 3 Program ensured that Section 3 businesses and residents were notified and utilized in local public contracting opportunities. These City compliance programs, in conjunction with all the City's investments in housing, business growth, and infrastructure, all better connect Saint Paul residents and its businesses to opportunities within Saint Paul and throughout the region.

Also related to economic development the City's Open for Business initiative provided guidance and resources to assist existing and start-up businesses to start, grow, and thrive in Saint Paul and the Full Stack program spurs business innovation and supports technology and innovation sector businesses to start up and scale up. Full Stack also supports scholarships for low-income residents to pursue technology credentials and supports job placements. In spring 2020 in response to COVID impacts on small businesses, the City, Ramsey County, Saint Paul Chamber of Commerce, SCORE, African Economic Development Solutions, Hmong American Partnership, Latino Economic Development Center, Metropolitan Consortium of Community Developers, and Neighborhood Development Center launched a new program called Pay It Forward. The program

connects business and financial mentors with Saint Paul and East Metro small business owners who are seeking assistance in navigating COVID-19 grant and loan relief opportunities.

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

During PY 2019, Saint Paul encouraged the coordination between social service agencies and housing providers. Ramsey County is the primary funding source for social services for Saint Paul residents. The Saint Paul Public Housing Agency (PHA) is the primary housing provider for households at or below 30% AMI.

The City participated with the CoC Governing Board which coordinated social services that assisted homeless residents and those at risk of losing their housing within Saint Paul and Ramsey County. More directly, the City's ESG Program partially funded 15 community agencies to provide essential services, homeless prevention, emergency shelters, and RRH. The YWCA St. Paul collaborated with Adult Rehabilitative Mental Health Services (ARMHS), St. Catherine University Public Health Nursing students, Ramsey County Workforce Solutions, and Saint Paul Public Schools - Title 1 to empower families to self-sufficiency through health and wellness services, supportive services, and culturally specific job training and employment services.

The First Lutheran Church Wellness Center (community nursing care to homeless residents or residents living in extreme poverty) emerged from a collaboration among First Lutheran Church, Metro State College, RADIAS Health (ESG funded) and other East Side service providers. An additional working partnership is the ESG-funded HouseCalls Program (a collaboration of City, Ramsey County Public Health and WCHS's Health Care for the Homeless) which recognized that preventing homelessness directly impacts family health and ultimately community health. HouseCalls collaborated with the City's Department of Safety and Inspections (DSI) to assist residents at-risk of being homeless because their homes were declared unfit for human habitation.

Dorothy Day Center Higher Ground Opportunity Center opened in late 2019 providing 177 permanent housing units integrated with a one-stop location to connect people with critical services to improve health, income, housing stability, and well-being. Ramsey County made Safe Space shelter open year-round, open 10 p.m. to 9 a.m. with beds for 64. It fills the need for additional low-barrier emergency shelter beds. Individuals are offered a shower and snacks and are assisted in completing Coordinated Entry housing assessments that identify long-term housing options available and place them on housing wait lists.

Metro Transit Police, through its Homeless Action Team (HAT), provided support and resources to unsheltered residents sheltering on Metro Transit trains, buses, and in transit stations. The HAT team added a night case manager in late January 2019. Saint Paul Police established a Mental Health Resource Team in early 2018. In 2019 it created a chemical dependency program and an unsheltered outreach program to respond to community needs and expectations; and the name changed to the Community Outreach and Stabilization Unit - COAST. COAST consists of the Mental Health Resource Team, Recovery Access Program, and Police Homeless Outreach Program (PHOP). PHOP, through MHFA funding, is provided with a limited number of housing vouchers to assist individuals experiencing homelessness with an opportunity to acquire housing. The goal is to provide short-term assistance to those working on long term housing goals.

## **CR-35 Other Actions - Enhance Coordination Between Public and Private Housing and Social Services**

The City's LIHTC program prioritizes the preservation or new construction of affordable housing developments that provide additional tenant services. During PY 2019, the City/HRA provided funding to 2 developments, 63 total units, for preservation. An additional 10 developments were provided funding for new construction, a total of 1,333 units; 777 market rate and 556 affordable units 9 of which will be HOME units and 362 for seniors. All units are under construction and slated for completion and lease-up in 2021.

The City worked with CDCs, non-profit organizations, and the private sector to provide housing, economic development, community development, and public services. In partnership with financial institutions, the City's Economic Development programs provided gap financing supporting business and job growth. This coordination maximized the amount of non-HUD funds invested in these projects. Finally, the City's Section 3 Program increased low-income resident employment and low-income business inclusion on City-funded construction projects.

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

During PY 2019, the City used its housing policy and housing practices to develop actions to affirmatively further fair housing (AFFH) including: expanded housing opportunities that promoted fair housing choice; worked with the regional Fair Housing Implementation Council (FHIC) to consider regional approaches to fair housing issues; provided housing services for limited-English speaking residents; and financed affordable housing and affordable supportive housing.

As a founding member of the FHIC, established to coordinate efforts of members to comply with AFFH throughout the Twin Cities metro housing market, the City completed its 2014 Analysis of Impediments to Fair Housing Choice (2014 AI). However, the 2014 AI did not sufficiently address racial disparities in the Twin Cities metro area. Subsequently the City entered into a voluntary agreement with HUD to produce an Addendum to the 2014 AI. HUD accepted the Addendum to the 2014 AI in PY 2017.

Following the Addendum to the AI, in 2017, City staff and elected leadership developed strategies to address impediments to fair housing. Under the leadership of the Mayor and City Council, the City's Fair Housing Work Group developed policies and recommendations with the goal of eliminating housing disparities, lowering barriers to affordable housing, and ensuring access to economic opportunity in the City of Saint Paul. As a result, during PY 2018, the Saint Paul HRA's LIHTC program established an affordable housing site selection priority to develop affordable housing in areas of opportunities as well as priority points for affordable housing developments that assisted larger-sized families. The City's Department of Safety and Inspection developed protocols whereby property inspections must be addressed using an equity model, and many Fire Safety Public Service Announcements are written in multiple languages. The City established a fair housing landing page to inform residents about their fair housing rights. Additionally, the City Council passed Resolution 18-1204, calling for action to create and preserve housing that is affordable at all income levels; address racial, social and economic disparities in housing; create infrastructure needed to stabilize housing; fund an Affordable Housing Trust Fund; and continue to fund down payment assistance for first-time homebuyers. This resolution is a public acknowledgement that housing, especially affordable housing, is a priority for the City.

In response, under Mayor Carter's leadership, the City established and funded an Affordable Housing Trust Fund and created the Office of Financial Empowerment (OFE). OFE includes a full-time Fair Housing Coordinator who works with several departments and residents as well as with the regional Fair Housing Implementation Committee to establish policies, regulations, and programs to proactively ensure that Saint Paul residents do not experience housing discrimination and to affirmatively further fair housing. Additional information on actions to Affirmatively Further Fair Housing may be found in Attachment B.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City's Grants Management division of the Planning and Economic Development (PED) department served as the City's overall grant administrator ensuring compliance with all pertinent CDBG, HOME, and ESG program regulations and requirements. In PY 2019, the City utilized an outside consultant to assist with monitoring its CDBG subgrantees, and to ensure that HOME-assisted units met rent, occupancy, income, and property standards requirements of the HOME program through the property's affordability period. The City's outside consultant also provides on-going compliance training for property managers and owners of properties it monitors.

Grants Management staff ensured compliance with HUD's requirement that undisbursed CDBG funds in the line of credit did not exceed 1.5 times the amount of the most recent CDBG entitlement grant. Additionally, all requests for financial assistance included a review of conformance with the Consolidated Plan prior to consideration for and approval of funding.

Staff consults the CPD Monitoring Handbook before conducting a compliance review. Risk rating is conducted prior to funding and to determine monitoring frequency and technical assistance needs for each subgrantee and City-administered program.

Compliance monitoring consisted of:

- Reviewing reports and supporting documents submitted by subgrantees and in-house programs for cost reimbursement;
- Performing on-site and/or desk monitoring reviews at subgrantees and in-house locations; and,
- Observing the delivery of services that benefit eligible program participants.

The City monitors contract compliance for labor standards and Section 3 through B2GNow, which has a certification portal for CERT (a small business certification program recognized by Hennepin County, Ramsey County, the City of Minneapolis and the City of Saint Paul which certifies Minority-Owned Business Enterprise (MBE), Women-Owned Business Enterprise (WBE), and Small Business Enterprise (SBE)). Once a business certifies, the certification carries over to the compliance module, enabling contractors to search for certified subs. The system audits projects monthly to confirm payments to subcontractors. The Department of Human Rights and Equal Employment Opportunity (HREEO) staff monitor all compliance. Payment approval goes through HREEO, and HREEO holds draws until contractors are compliant. For Section 3, the City uses the same compliance monitoring program through B2GNow to ensure compliance.

## **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.**

Under the CARES Act, the City chose to utilize a waiver of the regulatory requirement at 24 CFR 91.520(a), that within 90-days of the end of a jurisdiction's program year a grantee shall submit to HUD a performance report known as the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER is associated with several CPD grant programs. The City's CAPER would typically be due to HUD by August 29, 2020; with the waiver the CAPER will be due to HUD 180 days from the end of the City's program year or no later than November 27, 2020.

The City of Saint Paul published a legal notice on November 2, 2020, in the *Pioneer Press*, Saint Paul's primary newspaper of general circulation, advertising the availability of the draft PY 2019 CAPER, providing notice of the 15-day comment period, and notice of public hearing. The public hearing will be held via Skype on November 10, 2020, at 2:00 p.m. In-person meetings, or meetings conducted under Minn. Stat. § 13D.02 for the City of Saint Paul Department of Planning and Economic Development (PED), are not practical or prudent due to the COVID-19 health pandemic emergency declared under Minn. Stat. Chapter 12 by the Minnesota Governor Tim Walz and Saint Paul Mayor Melvin Carter. Public attendance at PED's regular meeting location is not feasible due to the COVID-19 health pandemic. Members of the public are still able to provide public comment on the City's CAPER by calling the numbers listed in the public notice, via e-mail, or U.S. Postal Service mail.

All public comments received or post-marked by the end of the public comment period, November 17, 2020, will be considered.

The public hearing notice includes language that requests for accommodation will be made and includes contact information for accommodation in English, Hmong, Spanish, and Somali – the most prevalent languages in St. Paul. Language interpretation services are available in all City departments. Additionally, the City's webpages are translatable and ADA compliant.

The City will also send a notice through the City's Early Notification System (ENS) to all direct subscribers and to all District Council Offices (17 in total). District Councils represent the entire City and provide opportunities for all residents to learn about and provide input on what is happening in their neighborhoods and citywide. ENS notification to District Councils request that each Council inform their constituents of the availability of the report and public hearing date.

### **CR-40 Monitoring - Citizen Participation Plan**

Through a second substantial amendment to its 2019-20 Annual Action Plan, the City modified its Citizen Participation Process. The City added a criterion for what would require a substantial amendment to its Consolidated Plan/Annual Action Plan. Added was: A change in the Citizen Participation Plan process, in accordance with 24 CFR §91.105(c), to establish expedited procedures to draft, propose, or amend consolidated plans when necessary to expedite or facilitate the use of grant funds as allowed under the CARES Act.

If a substantial amendment is made for program years prior to 2019, the City will follow all applicable HUD rules, as prescribed in the federal regulations. For program year 2019, the City



will utilize an expedited procedure to amend consolidated plans when necessary to expedite or facilitate the use of CARES Act funds. When utilizing the expedited procedure, a public notice will be published in the Pioneer Press. This public notice will clearly state: that the expedited procedures are being used; shall include reasonable opportunity to comment of no less than five (5) days; provide citizens with access to action plan amendments and/or amended citizen participation plans, as applicable, on the City's website [<https://www.stpaul.gov/conplan>]; and clearly note that comments will be received through e-mail, telephone, or U.S. postal mail post-marked up to the stated date and time in the public notice. The City may also utilize written comments on the substantial amendment which will be reviewed by City staff, the Mayor, and City Council before the decision to implement the amendment is made. If a public hearing is required and if in-person public hearings are not feasible due to health and safety concerns for citizens, virtual public hearings that provide reasonable notification and access for citizens will be held, see Attachment E.

A third substantial amendment announced award of CARES Act funding, CDBG-CV1 and ESG-CV1 and request to HUD for use of all waivers allowed under the CARES Act. Also incorporates the waiver for suspension of the CHDO set-aside requirement of 15% of its annual allocation for use with non-CHDO projects; addition of a new project to assist troubled HOME properties still under an affordability period through recapitalization of operating reserves and the corresponding reduction in HOME funding available for projects.

## **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 made substantial progress towards achieving the strategic plan goals articulated in the Consolidated Plan. There were 3 substantial amendments during the program year; only substantial amendment number 1 resulted in an adjustment to the program outcomes for Economic Development. The number of façade improvements, jobs created, and businesses assisted were each reduced by 1.

A summary of the substantial amendments completed, are listed below.

Substantial Amendment No. 1 moved CDBG funding of \$152,644 from 2019 Business Activity to 2019 Acquisition Activity. This is being completed concurrently with a move of CDBG funding from 2018 Business Activity to 2018 Acquisition Activity. The goal outcome indicators have only been adjusted to reflect these activity funding changes in fiscal year 2019.

Substantial Amendment No. 2 incorporated the City's amended Citizen Participation Plan which added criterion to be used to determine what changes in HUD funding or the City's process of public notification constitutes a substantial amendment. The City added criterion to establish expedited procedures to draft, propose, or amend consolidated plans when necessary to expedite or facilitate the use of grant funds as allowed under the CARES Act. For program year 2019 the City utilized an expedited procedure to provide public notice of this change to its Consolidated Plan and to request all waivers available to it under the CARES Act.

Substantial Amendment No. 3 incorporated the use of the HOME program waiver that HUD made available through the CARES Act to increase its administrative cap to 25 percent of its annual formula allocation. This waiver resulted in an increase in 2019 administrative funding and a decrease in project funding of \$262,208.70, respectively. The net changes will result in total HOME administrative funding of \$537,248.69 (project number 10, Administrative and Planning) and total HOME project funding of \$2,213,151.30, for project number 8 - Housing Construction and goal number 8, Development of New Housing.

**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-50 - HOME 91.520(d)**

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

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

During the 2019 program year the City utilized an outside consultant, Affordable Housing Connections, Inc. (AHC), to monitor its HOME-assisted units ensuring all units met rent, occupancy, income, and property standards requirements of the HOME program through the property's affordability period. HOME rental projects which require inspections were either completed prior to the Governor's COVID-19 Peacetime Emergency stay at home or will be completed in 2021. AHC has been and will continue to complete tenant file reviews of HOME-assisted projects.

For HOME-assisted projects on an annual inspection cycle, AHC will not make up the 2020 physical inspection but instead will conduct the physical inspection at the time of the project's annual onsite review in 2021. AHC will make individual inspection arrangements for those HOME-assisted projects that are on a 2- or 3-year inspection cycle and were scheduled for an onsite review in 2020. See the attached Summary Report provided by AHC, Attachment D.

In PY 2019, 43 annual reports were reviewed and 138 HOME units and respective tenant files were inspected/reviewed. From those inspections and desk reviews, 3 properties had file findings; 38-unit findings; 16 common area findings; 6 building system findings, and 16 health and safety findings - all the findings have been corrected. Three properties corrected file review and building and unit findings identified in the prior program year.

If a HOME-assisted property is not in compliance during the affordability period, the City's third-party HOME compliance contractor, Affordable Housing Connections, Inc. (AHC), works directly with the property owner/property management company to bring the property into compliance. If an owner does make appropriate changes, the matter is referred to the City. The City would then work directly with the property owner to ensure compliance with all HOME regulations.

All requests for rent increases for HOME-assisted must be submitted to AHC. AHC reviews requests to ensure proposed rent increases and applicable utility allowances are within the HOME program limits. Requests are then submitted to the City, with a recommendation to approve or deny, for final approval by City Grants Management staff.

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

Proposals for HOME funding are accepted throughout the year, and affirmative marketing is required (the Minnesota Housing Finance Agency (MHFA) Fair Housing Marketing Plan is used).

Turnover is very low in HOME-assisted units and about 90% of the projects are maintaining waiting lists. Most of the projects also work with referrals from a wide variety of social service and government agencies, which serve to promote diversity through each entity's outreach.

For projects with Affordable Fair Housing Marketing Plans (AFHMPs) that are more than 5 years old, the City recommended that project owners review marketing activities and adjust, if necessary, to attract a higher percentage of applicants who meet the demographic characteristics outlined in their plans.

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

Program income was aggregated through March 15, 2019, for use in program year 2019, in the amount of \$1,002,342. The aggregated program income was utilized for administrative costs and 1 rental development. Construction and completion will be in program year 2020 and will result in new construction of a total of 41 affordable housing units of which 9 will be HOME units; 5 HOME units for households with income at or below 50% AMI and 4 for households with income at or below 60% AMI. Program income receipted after mid-March 2019, will be aggregated and used for administrative and project costs in program year 2020.

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

The City works with other funding entities, CDCs, and developers to assess development opportunities, unmet community needs, and funding options. Communications are pro-active, and the City invites engagement with entities who have interest in local project development through communication tools such as the City website and social media accounts, media outreach, and frequent community engagement. The City strongly encourages pre-development interaction and planning. As a Tax Credit Sub-allocator, the City works closely with MHFA tax credit proposals in assessing the resources available.

Substantial Amendment No. 3 announced award of CARES Act funding and request to HUD for use of all statutory suspensions and waivers allowed under the CARES Act. Included was the use of statutory suspension of the CHDO set-aside requirement of 15% of its annual allocation for use with non-CHDO projects and use of a regulatory waiver to add a new project to assist HOME properties still under an affordability period through recapitalization of operating reserves.

## 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	ST. PAUL
Organizational DUNS Number	961663390
EIN/TIN Number	416005521
Identify the Field Office	MINNEAPOLIS
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Saint Paul/Ramsey County CoC

##### ESG Contact Name

Prefix	Ms.
First Name	Beth
Middle Name	
Last Name	Hubler-Ulrich
Suffix	0
Title	Grants Manager

##### ESG Contact Address

Street Address 1	25 West 4 <sup>th</sup> Street
Street Address 2	Suite 1100
City	Saint Paul
State	MN
ZIP Code	55101
Phone Number	(651) 266-6689
Extension	0
Fax Number	0
Email Address	beth.ulrich@ci.stpaul.mn.us

##### ESG Secondary Contact

Prefix	Ms
First Name	Beth
Last Name	Hubler-Ulrich
Suffix	0
Title	Grants Manager
Phone Number	(651) 266-6689
Extension	0
Email Address	beth.ulrich@ci.stpaul.mn.us

## 2. Reporting Period—All Recipients Complete

Program Year Start Date 06/01/2019  
Program Year End Date 05/31/2020

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

<p><b>Subrecipient or Contractor Name:</b> ST. PAUL <b>City:</b> ST. PAUL <b>State:</b> MN <b>Zip Code:</b> 55102 <b>DUNS Number:</b> 961663390 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Unit of Government <b>ESG Subgrant or Contract Award Amount:</b> 0</p>
<p><b>Subrecipient or Contractor Name:</b> YWCA of Saint Paul <b>City:</b> Saint Paul <b>State:</b> MN <b>Zip Code:</b> <b>DUNS Number:</b> 013339668 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$44,371</p>
<p><b>Subrecipient or Contractor Name:</b> Catholic Charities of the Archdiocese of St. Paul and Minneapolis <b>City:</b> Minneapolis <b>State:</b> MN <b>Zip Code:</b> 55403-2513 <b>DUNS Number:</b> 108504168 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Faith-Based Organization <b>ESG Subgrant or Contract Award Amount:</b> \$122,042</p>
<p><b>Subrecipient or Contractor Name:</b> Breaking Free, Inc. <b>City:</b> St. Paul <b>State:</b> MN <b>Zip Code:</b> 55104 <b>DUNS Number:</b> 015890965 <b>Is subrecipient a victim services provider:</b> Y <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$10,084</p>

<b>Subrecipient or Contractor Name:</b> Face to Face Health & Counseling <b>City:</b> St. Paul <b>State:</b> MN <b>Zip Code:</b> 55102 <b>DUNS Number:</b> 030014575 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$30,254
<b>Subrecipient or Contractor Name:</b> Theresa Living Center <b>City:</b> St. Paul <b>State:</b> MN <b>Zip Code:</b> 55106 <b>DUNS Number:</b> 966111205 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$29,244
<b>Subrecipient or Contractor Name:</b> West Side Community Health Services <b>City:</b> St. Paul <b>State:</b> MN <b>Zip Code:</b> 55107 <b>DUNS Number:</b> 135938926 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$30,253
<b>Subrecipient or Contractor Name:</b> Southern MN Regional Legal Services <b>City:</b> St. Paul <b>State:</b> MN <b>Zip Code:</b> <b>DUNS Number:</b> 156013880 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$44,371
<b>Subrecipient or Contractor Name:</b> MN Assistance Council for Veterans <b>City:</b> St. Paul <b>State:</b> MN <b>Zip Code:</b> <b>DUNS Number:</b> 137825696 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$31,260

<b>Subrecipient or Contractor Name:</b> Neighborhood House-ES Family Ctr <b>City:</b> St. Paul <b>State:</b> MN <b>Zip Code:</b> <b>DUNS Number:</b> 091721704 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$21,176
<b>Subrecipient or Contractor Name:</b> People, Inc. <b>City:</b> Saint Paul <b>State:</b> MN <b>Zip Code:</b> 55120-1271 <b>DUNS Number:</b> 071511356 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$23,193
<b>Subrecipient or Contractor Name:</b> Ain Dah Yung Youth Shelter <b>City:</b> St. paul <b>State:</b> MN <b>Zip Code:</b> <b>DUNS Number:</b> 193164886 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$19,160
<b>Subrecipient or Contractor Name:</b> Interfaith Action of Greater Saint Paul <b>City:</b> Saint Paul <b>State:</b> MN <b>Zip Code:</b> 55105-1815 <b>DUNS Number:</b> 138618165 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Faith-Based Organization <b>ESG Subgrant or Contract Award Amount:</b> \$68,573
<b>Subrecipient or Contractor Name:</b> Lutheran Social Services of MN <b>City:</b> Saint Paul <b>State:</b> MN <b>Zip Code:</b> 55104-6104 <b>DUNS Number:</b> 079728721 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$25,210



<b>Subrecipient or Contractor Name:</b> South Metro Human Services <b>City:</b> Saint Paul <b>State:</b> MN <b>Zip Code:</b> 55101-1421 <b>DUNS Number:</b> 800168338 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$7,563
<b>Subrecipient or Contractor Name:</b> Institute For Community Alliances, IA <b>City:</b> Des Moines <b>State:</b> IA <b>Zip Code:</b> 50314-2510 <b>DUNS Number:</b> 149341732 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Other Non-Profit Organization <b>ESG Subgrant or Contract Award Amount:</b> \$11,577
<b>Subrecipient or Contractor Name:</b> Salvation Army <b>City:</b> Saint Paul <b>State:</b> MN <b>Zip Code:</b> 55108-2542 <b>DUNS Number:</b> 082719084 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Faith-Based Organization <b>ESG Subgrant or Contract Award Amount:</b> \$17,143
<b>Subrecipient or Contractor Name:</b> RAMSEY COUNTY, MN <b>City:</b> <b>State:</b> MN <b>Zip Code:</b> 55101 <b>DUNS Number:</b> 010354488 <b>Is subrecipient a victim services provider:</b> N <b>Subrecipient Organization Type:</b> Unit of Government <b>ESG Subgrant or Contract Award Amount:</b> \$43,416

## **CR-65 - Persons Assisted**

This section has been replaced by Attachment A - ESG Sage Report.

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

### 10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	146,353
Total Number of bed-nights provided	146,353
Capacity Utilization	100.00%

Table 24 – Shelter Capacity

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

The City and Ramsey County receive Emergency Solutions Grant (ESG) funding through direct allocations from HUD. To more efficiently administer City ESG funds, the City entered into a Joint Powers Agreement (JPA) with the County during the program year. The County will administer City ESG funds; select subrecipients and enter into contracts to implement use of funds; process subrecipient reimbursements; monitor subrecipient performance; manage HMIS data collection and required reporting to HUD and the City.

Through the JPA, the County administered City ESG funds which assisted 15 community agencies with emergency shelter operations and support services. Support services included case management, legal services, and transportation to emergency shelters. Also funded was street outreach, homelessness prevention initiatives, rapid re-housing (RRH) programs, and HMIS data collection. Priorities for City ESG is to support agencies and community services that work with and support CoC efforts to end homelessness in Saint Paul.

City and ESG-funded community agencies assist unsheltered residents and those at risk of losing their housing. For single adults, Dorothy Day Higher Ground provides emergency overnight shelter, pay-for-stay temporary housing, respite care, and permanent supportive housing while also providing supportive services, such as mental health counseling, during the day. Catholic Charities' Family Service Center provides emergency family shelter for up to 60 days – allowing time for families to seek more permanent housing. Ain Dah Yung, Salvation Army, and Lutheran Social Services Safe House provide emergency shelter services responsive to the needs of homeless youth.

With additional support from Ramsey County, Saint Paul Foundation, and the City also opened an overnight shelter, Safe Space, with additional beds initially only during the coldest months of winter and now open all year. For longer-term supportive housing, the YWCA - St. Paul transitional housing assists homeless single-parent families, and Theresa Living Center transitional housing assists homeless women and single-parent families.

For homelessness prevention, Minnesota Community Care and East Side Family Center Neighborhood House provide emergency financial assistance, including emergency utility assistance especially as a response to the State's Cold-Weather Rule (restricting utility shut-off from October 15 – April 15). Southern Minnesota Regional Legal Services provides legal assistance to tenants at-risk of eviction.

Most of all, ESG-funded community agencies recognize that residents experiencing homelessness often have multiple barriers to securing permanent housing. Simply, many residents experiencing homelessness have barriers that limit the ability to earn enough income required for stable housing. In response, the City's ESG-funded housing and support services, in partnership with the County and CoC resources, empowers Saint Paul residents experiencing homelessness to move toward self-sufficiency.

#### **CR-70 ESG - Project Outcomes Data Measured in Consult with the CoC(s)**

In spring 2020, the City established the Saint Paul Bridge Fund to provide emergency relief to families most vulnerable to the economic impacts of the COVID-19 pandemic. 1,265 low income families were awarded a \$1,000 grant. Of these, 63% were from ACP50 areas, 66% indicated they were renters, 37% cited being laid off or furloughed, 22% cited reduced work hours, and 19% were unbanked. Ramsey County has also invested CARES Act dollars in grants to cover rent, mortgage and utility costs for low income residents, and grants to landlords impacted by unpaid rent.

In addition to ESG-funded activities, the City owns St. Paul Residence with 120 supportive housing units - 60 units housing for late stage alcoholics and 60 units for formerly homeless/at-risk of becoming homeless residents. Catholic Charities operates St. Paul Residence using a Housing First model which focuses on providing permanent, affordable housing as quickly as possible and then provides the supportive services and connections to community-based supports needed for individuals/families to keep their housing. Additional beds and services will become available in late 2019 when Catholic Charities Dorothy Day Center, Phase II, the Saint Paul Opportunity Center will open. It provides 177 permanent housing units integrated with a one-stop location to connect people with critical services to improve health, income, housing stability, and well-being.

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Expenditures for Rental Assistance	0	10,565	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	25,899	29,520	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	64,424	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>25,899</b>	<b>104,509</b>	<b>0</b>

Table 25 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Expenditures for Rental Assistance	9,842	30,000	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	4,613	8,261	0
Expenditures for Housing Relocation & Stabilization Services - Services	9,238	3,150	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>23,693</b>	<b>41,411</b>	<b>0</b>

Table 26 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Essential Services	0	0	0
Operations	3,027	278,021	0
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>3,027</b>	<b>278,021</b>	<b>0</b>

Table 27 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Street Outreach	0	30,500	0
HMIS	0	11,000	0
Administration	7,980	3,291	0

**Table 28 - Other Grant Expenditures****11e. Total ESG Grant Funds**

Total ESG Funds Expended	2017	2018	2019
	60,599	468,732	0

**Table 29 - Total ESG Funds Expended****11f. Match Source**

	2017	2018	2019
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	470,000	0	0
State Government	917,419	1,879,760	181,573
Local Government	150,000	782,952	117,708
Private Funds	792,168	816,361	421,059
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>2,329,587</b>	<b>3,479,073</b>	<b>720,340</b>

**Table 30 - Other Funds Expended on Eligible ESG Activities****11g. Total**

Total Amount of Funds Expended on ESG Activities	2017	2018	2019
	2,390,186	3,947,805	720,340

**Table 31 - Total Amount of Funds Expended on ESG Activities**



HUD ESG CAPER FY2020

Grant: **ESG: St Paul - MN - Report**    Type: **CAPER**

Report Date Range

6/1/2019 to 5/31/2020

Q01a. Contact Information

First name	Loni
Middle name	
Last name	Aadalen
Suffix	
Title	Planning Specialist II/CoC Coordinator
Street Address 1	160 E Kellogg Blvd Suite 9200
Street Address 2	
City	St. Paul
State	Minnesota
ZIP Code	55101
E-mail Address	loni.aadalen@co.ramsey.mn.us
Phone Number	(651)266-4116
Extension	
Fax Number	

Q01b. Grant Information

As of 7/17/2020

Fiscal Year	Grant Number	Current Authorized Amount	Total Drawn	Balance	Obligation Date	Expenditure Deadline
2020	E20MC270007	\$594,358.00	\$0	\$594,358.00	5/26/2020	5/26/2022
2019	E19MC270007	\$578,890.00	\$0	\$578,890.00	6/17/2019	6/17/2021
2018	E18MC270007	\$566,521.00	\$566,521.00	\$0	7/20/2018	7/20/2020
2017	E17MC270007	\$571,420.00	\$563,687.25	\$7,732.75	9/12/2017	9/12/2019
2016	E16MC270007	\$574,696.00	\$574,696.00	\$0	8/22/2016	8/22/2018
2015	E15MC270007	\$579,908.00	\$579,908.00	\$0	6/15/2015	6/15/2017
2014	E14MC270007	\$541,808.00	\$541,808.00	\$0	6/20/2014	6/20/2016
2013	E13MC270007	\$459,933.00	\$459,933.00	\$0	7/5/2013	7/5/2015
2012						
2011						
Total		\$4,467,534.00	\$3,286,553.25	\$1,180,980.75		

ESG Information from IDIS

CAPER reporting includes funds used from fiscal year:

2019

Project types carried out during the program year

Enter the number of each type of projects funded through ESG during this program year.

Street Outreach	30756
Emergency Shelter	300422
Transitional Housing (grandfathered under ES)	0
Day Shelter (funded under ES)	0
Rapid Re-Housing	65660
Homelessness Prevention	127059

Q01c. Additional Information

HMIS

Comparable Database

Are 100% of the project(s) funded through ESG, which are allowed to use HMIS, entering data into HMIS?	No
Have all of the projects entered data into Sage via a CSV - CAPER Report upload?	Yes
Are 100% of the project(s) funded through ESG, which are allowed to use a comparable database, entering data into the comparable database?	Yes
Have all of the projects entered data into Sage via a CSV - CAPER Report upload?	Yes

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Q04a: Project Identifiers in HMIS

Organization Name	Organization ID	Project Name	Project ID	HMIS Project Type	Method for Tracking ES	Affiliated with a residential project	Project IDs of affiliations	CoC Number	Geocode	Victim Service Provider	HMIS Software Name	Report Start Date	Report End Date	CSV Exception?	Uploaded via emailed hyperlink?
Southern Minnesota Regional Legal Services (SMRLS)-RCC (no data entry)	751	SMRLS-HP-RCC-HUD-ESG-St. Paul-Prevention	3307	12				MN-501	274164	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
People, Inc.-RCC (no data entry)	3539	People, Inc. Homeless Services-SO-RCC-HUD ESG-DHS OEO-St. Paul-Ramsey Outreach	1061	4				MN-501	274164	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
RADIAS Health-RCC (no data entry)	1292	RADIAS Health-SO-RCC-HHS-PATH Street Outreach	3322	4				MN-501	279123	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
The Salvation Army Northern Division (TSA) (no data entry)	560	TSA BBH-ES-RCC-HUD-ESG-St. Paul	2893	1	0			MN-501	274164	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
Archdiocese of St. Paul & Minneapolis (CCSPM)-HCC/RCC (no data entry)	1074	CCSPM-ES-RCC-HUD-ESG-St. Paul-Maplewood-Family Svc Ctr	3325	1	0			MN-501	279123	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
MACV-MACV Users (no data entry)	3518	MACV Metro-SO-RCC-HUD ESG-ESG St. Paul Street Outreach	5796	4				MN-501	274164	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
Minnesota Assistance Council for Veterans (MACV) (no data entry)	487	MACV Metro-RRH-RCC-HUD-ESG-St. Paul	3191	13				MN-501	274164	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
Ain Dah Yung Center-RCC (no data entry)	791	Ain Dah Yung-ES-RCC-HUD-ESG-St. Paul-Our Home	793	1	0			MN-501	279123	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
Face to Face Health and Counseling Service, Inc. (F2F)-RCC (no data entry)	2	F2F-RRH-RCC-HUD-ESG-St. Paul-SafeZone Rapid Re-Housing for Homeless Youth	4073	13				MN-501	274164	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
Hmong American Partnership-RCC (no data entry)	2810	Hmong American Partnership-HP-RCC-HUD-ESG-SHAP	4376	12				MN-501	274164	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
Ramsey County Community Human Services (RCCHS)-RCC (no data entry)	58	Interfaith Action-ES-RCC-HUD-ESG-St. Paul/DHS OEO-ESP-Project Home SPACC Shelter	61	1	0			MN-501	274164	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
West Side Community Health Services (WSCHS)-RCC (no data entry)	976	WSCHS-HP-RCC-HUD-ESG-St. Paul-Prevention	3072	12				MN-501	279123	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
		Breaking Free Street Outreach	Breaking Free-2020 ESG	4		0		MN-501		1				Yes	Yes
YWCA of St. Paul-RCC (no data entry)	47	YWCA of St. Paul-PH RRRH-RCC-HUD-ESG-St. Paul	3082	13				MN-501	274164	0	ServicePoint	2019-06-01	2020-06-01	No	Yes
YWCA of St. Paul-RCC (no data entry)	47	YWCA of St. Paul-TH-RCC-HUD-ESG-St. Paul	3081	2				MN-501	274164	0	ServicePoint	2019-06-01	2020-06-01	No	Yes
Theresa Living Center-RCC (no data entry)	107	Theresa Living Center-TH-RCC-HUD-ESG-Theresa Living Center:Residential	4660	2				MN-501	274164	0	ServicePoint	2019-06-01	2020-06-01	No	Yes
Lutheran Social Service of Minnesota (LSS) (no data entry)	112	LSS Metro Youth-ES-RCC-HUD-ESG-DHS-OEO/St. Paul-Safe House	202	1	0			MN-501	274164	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
Archdiocese of St. Paul & Minneapolis (CCSPM)-HCC/RCC (no data entry)	1074	CCSPM DDP-ES-RCC-DHS OEO-ESP-HGSP Men's Shelter (196+20 beds)	4105	1	3			MN-501	274164	0	ServicePoint	2019-07-01	2020-06-30	No	Yes



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Organization Name	Organization ID	Project Name	Project ID	HMIS Project Type	Method for Tracking ES	Affiliated with a residential project	Project IDs of affiliations	CoC Number	Geocode	Victim Service Provider	HMIS Software Name	Report Start Date	Report End Date	CSV Exception?	Uploaded via emailed hyperlink?
Theresa Living Center-RCC (no data entry)	107	Theresa Living Center-RRH-RCC-HUD-ESG-Caroline Family Services Rapid Rehousing ESG	4657	13				MN-501	274164	0	ServicePoint	2019-06-01	2020-06-01	No	Yes
East Side Family Center-Neighborhood House (East Side)-RCC (no data entry)	884	East Side-HP-RCC-HUD-ESG-St. Paul	3194	12				MN-501	274164	0	ServicePoint	2019-06-01	2020-05-31	No	Yes
Archdiocese of St. Paul & Minneapolis (CCSPM)-HCC/RCC (no data entry)	1074	CCSPM DDP-ES-RCC-DHS OEO-ESP-HGSP Women's Shelter (60+14 beds)	4106	1	3			MN-501	274164	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Archdiocese of St. Paul & Minneapolis (CCSPM)-HCC/RCC (no data entry)	1074	CCSPM DDP-ES-RCC-<><>-HGSP Men's PFS (54 beds)	4107	1	0			MN-501	274164	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
CCSPM DDP-RCC-Dorothy Day Place (no data entry)	4104	CCSPM DDP-ES-RCC-<><>-HGSP Men's Shelter HAT beds (24)	5577	1	3			MN-501	274164	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
CCSPM DDP-RCC-Dorothy Day Place (no data entry)	4104	CCSPM DDP-ES-RCC-<><>-HGSP Women's Shelter HAT beds (12)	5576	1	3			MN-501	274164	0	ServicePoint	2019-07-01	2020-06-30	No	Yes

Q05a: Report Validations Table

Total Number of Persons Served	6182
Number of Adults (Age 18 or Over)	4038
Number of Children (Under Age 18)	954
Number of Persons with Unknown Age	27
Number of Leavers	4072
Number of Adult Leavers	3400
Number of Adult and Head of Household Leavers	3452
Number of Stayers	947
Number of Adult Stayers	638
Number of Veterans	252
Number of Chronically Homeless Persons	1764
Number of Youth Under Age 25	452
Number of Parenting Youth Under Age 25 with Children	36
Number of Adult Heads of Household	3812
Number of Child and Unknown-Age Heads of Household	58
Heads of Households and Adult Stayers in the Project 365 Days or More	266

Q06a: Data Quality: Personally Identifying Information (PII)

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	Total	% of Error Rate
Name	3	3	5	7	0.18 %
Social Security Number	1415	125	41	418	25.57 %
Date of Birth	1169	16	1	23	19.18 %
Race	28	58	0	86	1.39 %
Ethnicity	2	78	0	80	1.29 %
Gender	4	12	0	16	0.26 %
Overall Score				526	8.51 %

Q06b: Data Quality: Universal Data Elements

	Error Count	% of Error Rate
Veteran Status	51	1.26 %
Project Start Date	0	0.00 %
Relationship to Head of Household	172	2.78 %
Client Location	24	0.62 %
Disabling Condition	285	4.61 %

Q06c: Data Quality: Income and Housing Data Quality

	Error Count	% of Error Rate
Destination	2604	63.95 %
Income and Sources at Start	480	12.40 %
Income and Sources at Annual Assessment	125	46.99 %
Income and Sources at Exit	368	10.66 %

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Q06d: Data Quality: Chronic Homelessness

	Count of Total Records	Missing Time in Institution	Missing Time in Housing	Approximate Date Started DK/R/missing	Number of Times DK/R/missing	Number of Months DK/R/missing	% of Records Unable to Calculate
ES, SH, Street Outreach	3492	0	0	152	189	184	6.45 %
TH	55	0	1	0	0	0	1.49 %
PH (All)	144	0	2	1	2	5	5.63 %
Total	3691	0	0	0	0	0	6.35 %

Q06e: Data Quality: Timeliness

	Number of Project Start Records	Number of Project Exit Records
0 days	2621	2555
1-3 Days	459	400
4-6 Days	125	161
7-10 Days	147	99
11+ Days	780	818

Q06f: Data Quality: Inactive Records: Street Outreach & Emergency Shelter

	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in Street Outreach or ES - NBN)	216	198	91.67 %
Bed Night (All Clients in ES - NBN)	13	1	7.69 %

Q07a: Number of Persons Served

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Adults	4038	3563	471	0	4
Children	954	0	881	68	5
Client Doesn't Know/ Client Refused	8	0	0	0	8
Data Not Collected	19	0	0	0	19
Total	5019	3563	1352	68	36
For PSH & RRH – the total persons served who moved into housing	198	64	134	0	0

Q08a: Households Served

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total Households	3870	3431	383	49	7
For PSH & RRH – the total households served who moved into housing	102	58	44	0	0

Q08b: Point-in-Time Count of Households on the Last Wednesday

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	672	559	108	1	4
April	610	495	110	0	5
July	651	525	117	6	3
October	632	520	101	8	3

Q09a: Number of Persons Contacted

	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	408	4	318	0
2-5 Times	38	0	33	0
6-9 Times	5	0	5	0
10+ Times	3	0	3	0
Total Persons Contacted	454	4	359	0

Q09b: Number of Persons Engaged

	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	257	1	237	0
2-5 Contacts	21	0	20	0
6-9 Contacts	1	0	1	0
10+ Contacts	1	0	1	0
Total Persons Engaged	280	1	259	0
Rate of Engagement	0.76	0.25	1.22	0.00

Q10a: Gender of Adults

	Total	Without Children	With Children and Adults	Unknown Household Type
Male	3112	2599	86	1
Female	2031	937	385	3
Trans Female (MTF or Male to Female)	43	12	0	0
Trans Male (FTM or Female to Male)	4	4	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	9	9	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	2	2	0	0
Subtotal	5201	3563	471	4

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Q10b: Gender of Children

	Total	With Children and Adults	With Only Children	Unknown Household Type
Male	485	451	31	3
Female	466	429	35	2
Trans Female (MTF or Male to Female)	0	0	0	0
Trans Male (FTM or Female to Male)	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	3	1	2	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Subtotal	954	881	68	5

Q10c: Gender of Persons Missing Age Information

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Male	7	0	0	0	7
Female	3	0	0	0	3
Trans Female (MTF or Male to Female)	0	0	0	0	0
Trans Male (FTM or Female to Male)	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0
Client Doesn't Know/Client Refused	4	0	0	0	4
Data Not Collected	13	0	0	0	13
Subtotal	27	0	0	0	27

Q10d: Gender by Age Ranges

	Total	Under Age 18	Age 18-24	Age 25-61	Age 62 and over	Client Doesn't Know/ Client Refused	Data Not Collected
Male	3178	485	244	2173	269	3	4
Female	1794	466	211	1047	67	1	2
Trans Female (MTF or Male to Female)	12	0	2	10	0	0	0
Trans Male (FTM or Female to Male)	4	0	2	2	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	12	3	5	4	0	0	0
Client Doesn't Know/Client Refused	4	0	0	0	0	2	2
Data Not Collected	15	0	0	2	0	2	11
Subtotal	5019	954	464	3238	336	8	19

Q11: Age

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Under 5	286	0	280	5	1
5 - 12	455	0	422	31	2
13 - 17	213	0	179	32	2
18 - 24	464	395	69	0	0
25 - 34	937	727	208	0	2
35 - 44	863	732	130	0	1
45 - 54	867	818	48	0	1
55 - 61	571	560	11	0	0
62+	336	331	5	0	0
Client Doesn't Know/Client Refused	8	0	0	0	8
Data Not Collected	19	0	0	0	19
Total	5019	3563	1352	68	36

Q12a: Race

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
White	1727	1346	137	8	3
Black or African American	2907	1629	878	24	0
Asian	257	137	96	0	11
American Indian or Alaska Native	661	123	26	15	2
Native Hawaiian or Other Pacific Islander	24	19	1	0	1
Multiple Races	468	245	202	21	0
Client Doesn't Know/Client Refused	32	30	1	0	1
Data Not Collected	63	34	11	0	18
Total	6139	3563	1352	68	36

Q12b: Ethnicity

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Non-Hispanic/Non-Latino	5606	3230	1222	61	14
Hispanic/Latino	477	271	115	7	0
Client Doesn't Know/Client Refused	2	2	0	0	0
Data Not Collected	97	60	15	0	22
Total	6182	3563	1352	68	36

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Q13a1: Physical and Mental Health Conditions at Start

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults ☰	With Only Children	Unknown Household Type
Mental Health Problem	1950	1828	97	20	--	5	0
Alcohol Abuse	242	240	2	0	--	0	0
Drug Abuse	290	282	8	0	--	0	0
Both Alcohol and Drug Abuse	262	259	3	0	--	0	0
Chronic Health Condition	603	578	13	11	--	1	0
HIV/AIDS	12	12	0	0	--	0	0
Developmental Disability	303	267	14	22	--	0	0
Physical Disability	835	798	24	13	--	0	0

☰ The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

Q13b1: Physical and Mental Health Conditions at Exit

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults ☰	With Only Children	Unknown Household Type
Mental Health Problem	1707	1603	83	15	--	6	0
Alcohol Abuse	214	213	1	0	--	0	0
Drug Abuse	253	248	5	0	--	0	0
Both Alcohol and Drug Abuse	228	226	2	0	--	0	0
Chronic Health Condition	571	550	11	9	--	1	0
HIV/AIDS	10	10	0	0	--	0	0
Developmental Disability	267	239	12	16	--	0	0
Physical Disability	756	725	22	9	--	0	0

☰ The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

Q13c1: Physical and Mental Health Conditions for Stayers

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults ☰	With Only Children	Unknown Household Type
Mental Health Problem	282	250	27	5	--	0	0
Alcohol Abuse	32	32	0	0	--	0	0
Drug Abuse	44	41	3	0	--	0	0
Both Alcohol and Drug Abuse	41	39	2	0	--	0	0
Chronic Health Condition	57	50	4	3	--	0	0
HIV/AIDS	2	2	0	0	--	0	0
Developmental Disability	45	32	4	9	--	0	0
Physical Disability	107	98	6	3	--	0	0

☰ The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

Q14a: Domestic Violence History

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	1172	942	212	18	0
No	2591	2392	171	26	2
Client Doesn't Know/Client Refused	13	12	0	1	0
Data Not Collected	320	217	93	4	6
Total	4096	3563	476	49	8


Q14b: Persons Fleeing Domestic Violence

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	320	224	91	5	0
No	827	697	119	11	0
Client Doesn't Know/Client Refused	4	1	1	2	0
Data Not Collected	21	20	1	0	0
Total	1172	942	212	18	0

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Q15: Living Situation

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Homeless Situations	0	0	0	0	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	1622	1451	165	6	0
Transitional housing for homeless persons (including homeless youth)	50	45	3	2	0
Place not meant for habitation	1019	965	49	4	1
Safe Haven	31	30	0	1	0
Host Home (non-crisis)	0	0	0	0	0
Interim Housing 	0	0	0	0	0
Subtotal	2722	2491	217	13	1
Institutional Settings	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	49	48	1	0	0
Substance abuse treatment facility or detox center	40	40	0	0	0
Hospital or other residential non-psychiatric medical facility	61	53	0	8	0
Jail, prison or juvenile detention facility	65	61	0	4	0
Foster care home or foster care group home	15	8	0	7	0
Long-term care facility or nursing home	0	0	0	0	0
Residential project or halfway house with no homeless criteria	9	9	0	0	0
Subtotal	239	219	1	19	0
Other Locations	0	0	0	0	0
Permanent housing (other than RRH) for formerly homeless persons	26	26	0	0	0
Owned by client, no ongoing housing subsidy	43	26	16	0	1
Owned by client, with ongoing housing subsidy	2	2	0	0	0
Rental by client, with RRH or equivalent subsidy	0	0	0	0	0
Rental by client, with HCV voucher (tenant or project based)	4	4	0	0	0
Rental by client in a public housing unit	0	0	0	0	0
Rental by client, no ongoing housing subsidy	170	88	80	0	2
Rental by client, with VASH subsidy	9	9	0	0	0
Rental by client with GPD TIP subsidy	0	0	0	0	0
Rental by client, with other housing subsidy (including RRH)	88	52	36	0	0
Hotel or motel paid for without emergency shelter voucher	58	43	12	3	0
Staying or living in a friend's room, apartment or house	337	306	27	4	0
Staying or living in a family member's room, apartment or house	271	210	54	7	0
Client Doesn't Know/Client Refused	7	6	0	1	0
Data Not Collected	120	81	33	2	4
Subtotal	1135	853	258	17	7
Total	4096	3563	476	49	8

 Interim housing is retired as of 10/1/2019.

Q16: Cash Income - Ranges

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
No income	1308	0	1100
\$1 - \$150	90	0	87
\$151 - \$250	454	0	424
\$251 - \$500	98	1	83
\$501 - \$1000	897	9	768
\$1,001 - \$1,500	334	9	282
\$1,501 - \$2,000	172	4	165
\$2,001+	150	4	137
Client Doesn't Know/Client Refused	10	0	7
Data Not Collected	525	0	347
Number of Adult Stayers Not Yet Required to Have an Annual Assessment	0	374	0
Number of Adult Stayers Without Required Annual Assessment	0	237	0
Total Adults	4038	638	3400

Q17: Cash Income - Sources

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
Earned Income	492	21	427
Unemployment Insurance	20	0	13
SSI	779	2	707
SSDI	301	4	270
VA Service-Connected Disability Compensation	35	0	30
VA Non-Service Connected Disability Pension	11	0	10
Private Disability Insurance	3	0	2
Worker's Compensation	0	0	0
TANF or Equivalent	203	12	146
General Assistance	545	2	523
Retirement (Social Security)	72	0	64
Pension from Former Job	13	0	12
Child Support	70	3	52
Alimony (Spousal Support)	2	0	3
Other Source	146	0	126
Adults with Income Information at Start and Annual Assessment/Exit	0	27	0

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Q19b: Disabling Conditions and Income for Adults at Exit

	AO: Adult with Disabling Condition	AO: Adult without Disabling Condition	AO: Total Adults	AO: % with Disabling Condition by Source	AC: Adult with Disabling Condition	AC: Adult without Disabling Condition	AC: Total Adults	AC: % with Disabling Condition by Source	UK: Adult with Disabling Condition	UK: Adult without Disabling Condition	UK: Total Adults	UK: % with Disabling Condition by Source
Earned Income	141	179	320	44.23 %	19	103	122	15.54 %	0	1	1	0.00 %
Supplemental Security Income (SSI)	605	59	664	91.10 %	27	22	49	55.04 %	0	0	0	--
Social Security Disability Insurance (SSDI)	247	10	257	96.14 %	10	4	14	71.29 %	0	0	0	--
VA Service-Connected Disability Compensation	26	3	29	89.76 %	0	1	1	0.00 %	0	0	0	--
Private Disability Insurance	1	1	2	50.00 %	0	0	0	--	0	0	0	--
Worker's Compensation	0	0	0	--	0	0	0	--	0	0	0	--
Temporary Assistance for Needy Families (TANF)	12	8	20	59.90 %	48	76	124	38.87 %	0	0	0	--
Retirement Income from Social Security	48	15	65	73.63 %	0	1	1	0.00 %	0	0	0	--
Pension or retirement income from a former job	5	7	12	41.50 %	0	0	0	--	0	0	0	--
Child Support	8	1	9	88.89 %	13	29	42	30.90 %	0	0	0	--
Other source	550	84	634	86.82 %	6	15	21	28.67 %	0	0	0	--
No Sources	520	479	999	52.34 %	5	51	56	8.98 %	0	0	0	--
Unduplicated Total Adults	1892	814	2706		85	221	306		0	1	1	

Q20a: Type of Non-Cash Benefit Sources

	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
Supplemental Nutritional Assistance Program	1855	22	1618
WIC	95	5	71
TANF Child Care Services	41	2	35
TANF Transportation Services	15	0	13
Other TANF-Funded Services	17	0	14
Other Source	118	1	87

Q21: Health Insurance

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	1100	47	903
Medicare	504	12	415
State Children's Health Insurance Program	189	1	141
VA Medical Services	92	0	72
Employer Provided Health Insurance	41	2	30
Health Insurance Through COBRA	4	0	4
Private Pay Health Insurance	52	0	46
State Health Insurance for Adults	1549	6	1374
Indian Health Services Program	16	0	16
Other	62	1	59
No Health Insurance	1185	1	1022
Client Doesn't Know/Client Refused	38	0	34
Data Not Collected	582	352	308
Number of Stayers Not Yet Required to Have an Annual Assessment	0	527	0
1 Source of Health Insurance	2918	65	2444
More than 1 Source of Health Insurance	320	2	283

Q22a2: Length of Participation – ESG Projects

	Total	Leavers	Stayers
0 to 7 days	1527	1493	34
8 to 14 days	425	376	49
15 to 21 days	267	240	27
22 to 30 days	352	326	26
31 to 60 days	701	625	76
61 to 90 days	394	333	61
91 to 180 days	536	421	115
181 to 365 days	313	179	134
366 to 730 days (1-2 Yrs)	248	71	177
731 to 1,095 days (2-3 Yrs)	142	7	135
1,096 to 1,460 days (3-4 Yrs)	36	1	35
1,461 to 1,825 days (4-5 Yrs)	2	0	2
More than 1,825 days (> 5 Yrs)	76	0	76
Data Not Collected	0	0	0
Total	5019	4072	947

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Q22c: Length of Time between Project Start Date and Housing Move-in Date

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	33	27	6	0	0
8 to 14 days	18	6	12	0	0
15 to 21 days	9	3	6	0	0
22 to 30 days	0	0	0	0	0
31 to 60 days	16	0	16	0	0
61 to 180 days	22	5	17	0	0
181 to 365 days	6	2	4	0	0
366 to 730 days (1-2 Yrs)	3	1	2	0	0
Total (persons moved into housing)	107	44	63	0	0
Average length of time to housing	63.17	40.57	78.84	--	--
Persons who were exited without move-in	11	9	2	0	0
Total persons	118	53	65	0	0

Q22d: Length of Participation by Household Type

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	1527	1418	92	13	4
8 to 14 days	425	352	71	2	0
15 to 21 days	267	199	63	5	0
22 to 30 days	352	199	142	5	6
31 to 60 days	701	358	326	14	3
61 to 90 days	394	245	140	9	0
91 to 180 days	536	327	202	6	1
181 to 365 days	313	213	99	1	0
366 to 730 days (1-2 Yrs)	248	113	129	5	1
731 to 1,095 days (2-3 Yrs)	142	56	72	5	9
1,096 to 1,460 days (3-4 Yrs)	36	29	0	0	7
1,461 to 1,825 days (4-5 Yrs)	2	1	0	0	1
More than 1,825 days (> 5 Yrs)	76	53	16	3	4
Data Not Collected	0	0	0	0	0
Total	5019	3563	1352	68	36

Q22e: Length of Time Prior to Housing - based on 3.917 Date Homelessness Started

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	338	242	63	33	0
8 to 14 days	103	71	32	0	0
15 to 21 days	79	57	22	0	0
22 to 30 days	81	52	27	2	0
31 to 60 days	241	162	77	2	0
61 to 180 days	607	417	187	3	0
181 to 365 days	500	360	140	0	0
366 to 730 days (1-2 Yrs)	563	470	92	1	0
731 days or more	1111	985	125	1	0
Total (persons moved into housing)	3623	2816	765	42	0
Not yet moved into housing	41	28	8	5	0
Data not collected	255	114	126	11	4
Total persons	3919	2958	899	58	4

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Q23c: Exit Destination – All persons

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Permanent Destinations	0	0	0	0	0
Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
Owned by client, no ongoing housing subsidy	55	12	43	0	0
Owned by client, with ongoing housing subsidy	10	4	6	0	0
Rental by client, no ongoing housing subsidy	293	37	250	0	6
Rental by client, with VASH housing subsidy	25	25	0	0	0
Rental by client, with GPD TIP housing subsidy	4	4	0	0	0
Rental by client, with other ongoing housing subsidy	231	43	188	0	0
Permanent housing (other than RRH) for formerly homeless persons	40	31	7	2	0
Staying or living with family, permanent tenure	23	4	3	16	0
Staying or living with friends, permanent tenure	4	1	0	3	0
Rental by client, with RRH or equivalent subsidy	24	3	21	0	0
Rental by client, with HCV voucher (tenant or project based)	6	6	0	0	0
Rental by client in a public housing unit	14	4	10	0	0
Subtotal	729	174	528	21	6
Temporary Destinations	0	0	0	0	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	105	53	48	4	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	31	11	18	2	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	153	27	123	3	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	116	24	91	1	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	206	191	14	1	0
Safe Haven	3	1	2	0	0
Hotel or motel paid for without emergency shelter voucher	71	2	68	1	0
Host Home (non-crisis)	0	0	0	0	0
Subtotal	685	309	364	12	0
Institutional Settings	0	0	0	0	0
Foster care home or group foster care home	11	1	0	10	0
Psychiatric hospital or other psychiatric facility	3	2	0	1	0
Substance abuse treatment facility or detox center	4	4	0	0	0
Hospital or other residential non-psychiatric medical facility	6	4	0	2	0
Jail, prison, or juvenile detention facility	2	2	0	0	0
Long-term care facility or nursing home	2	2	0	0	0
Subtotal	28	15	0	13	0
Other Destinations	0	0	0	0	0
Residential project or halfway house with no homeless criteria	4	4	0	0	0
Deceased	1	1	0	0	0
Other	18	11	6	1	0
Client Doesn't Know/Client Refused	34	3	30	1	0
Data Not Collected (no exit interview completed)	2573	2550	18	1	4
Subtotal	2630	2569	54	3	4
Total	4072	3067	946	49	10
Total persons exiting to positive housing destinations	385	177	187	21	0
Total persons whose destinations excluded them from the calculation	18	6	0	12	0
Percentage	9.50 %	5.78 %	19.77 %	56.76 %	0.00 %

Q24: Homelessness Prevention Housing Assessment at Exit

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Able to maintain the housing they had at project start--Without a subsidy	170	17	153	0	0
Able to maintain the housing they had at project start--With the subsidy they had at project start	113	9	104	0	0
Able to maintain the housing they had at project start--With an on-going subsidy acquired since project start	2	0	2	0	0
Able to maintain the housing they had at project start--Only with financial assistance other than a subsidy	0	0	0	0	0
Moved to new housing unit--With on-going subsidy	19	1	18	0	0
Moved to new housing unit--Without an on-going subsidy	6	0	6	0	0
Moved in with family/friends on a temporary basis	5	4	1	0	0
Moved in with family/friends on a permanent basis	0	0	0	0	0
Moved to a transitional or temporary housing facility or program	4	1	3	0	0
Client became homeless – moving to a shelter or other place unfit for human habitation	12	0	12	0	0
Client went to jail/prison	0	0	0	0	0
Client died	0	0	0	0	0
Client doesn't know/Client refused	2	0	2	0	0
Data not collected (no exit interview completed)	79	3	70	0	6
Total	412	35	371	0	6

Q25a: Number of Veterans

	Total	Without Children	With Children and Adults	Unknown Household Type
Chronically Homeless Veteran	106	104	2	0
Non-Chronically Homeless Veteran	134	130	4	0
Not a Veteran	3726	3270	453	3
Client Doesn't Know/Client Refused	11	11	0	0
Data Not Collected	61	48	12	1
Total	4038	3563	471	4



Q26b: Number of Chronically Homeless Persons by Household

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	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Chronically Homeless	1764	1635	127	2	0
Not Chronically Homeless	2824	1630	1149	38	7
Client Doesn't Know/Client Refused	35	25	5	5	0
Data Not Collected	396	273	71	23	29
Total	5019	3563	1352	68	36

## ATTACHMENT A



## Affirmatively Further Fair Housing (AFFH) Narrative

### CITY OF SAINT PAUL

As a recipient of U.S. Department of Housing and Urban Development (HUD) funds, inclusive of Community Development Block Grant (CDBG), Home Investment Partnerships (HOME) funds, and Emergency Solutions Grant (ESG) funds, the City of Saint Paul (City) has the obligation to Affirmatively Further Fair Housing, and to take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics.

To "affirmatively further fair housing," the City of Saint Paul will:

- *Analyze and eliminate housing discrimination in the Jurisdiction.*
- *Promote fair housing choice for all persons.*
- *Provide opportunities for inclusive patterns of housing occupancy regardless of race, color, religion, sex, familial status, disability, and national origin.*
- *Promote housing that is structurally accessible to, and usable by, all persons, particularly persons with disabilities.*
- *Foster compliance with nondiscrimination provisions of the Fair Housing Act.*

The City's obligation to affirmatively further fair housing applies to all housing and housing related activities in the grantee's jurisdictional area whether publicly or privately funded. The City's Human Rights Ordinance prohibits discrimination by private parties, such as owners, lessees, managing agents, real estate brokers, real estate sales persons, appraisers, developers, banks, banking organizations, mortgage companies, insurance companies, or other persons having the right to sell, rent, or lease any real property (City of Saint Paul Legislative Code, Chapter 183.06). Correspondingly, the City's public policies and regulations were adopted to foster equal opportunity for all to obtain employment, education, real property, public accommodations, public services, contract, and franchise without regard to race, creed, religion, sex, sexual or affectional orientation, color, national origin, ancestry, familial status, age, disability, marital status or status with regard to public assistance, and strictly in accord with their individual merits as human beings.

### ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING (AI)

During program year 2019, the City used its housing policy and housing practices to determine whether its actions to affirmatively further fair housing expanded housing opportunities that promoted fair housing choice; worked with the Fair Housing Implementation Council (FHIC) to consider regional approaches to Fair Housing issues; provided housing services for limited-English-speaking residents; and financed affordable housing and affordable supportive housing.

As an FHIC founding member, the City participated in the development of the *2014 Analysis of Impediments to Fair Housing Choice: Twin Cities Region* (2014 AI). During PY 2016, The City entered into a voluntary agreement with HUD to produce an Addendum to the 2014 AI to provide a more robust analysis focusing on segregation and integration, areas of concentrated poverty, and areas of opportunity. The Addendum to the 2014 AI was accepted by HUD during PY 2017.

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During PY 2019, City staff continued to implement and develop strategies to address impediments to fair housing. City Council's Fair Housing Work Group continued to make budget recommendations to the Mayor and the Housing and Redevelopment Authority (HRA), with the goal of eliminating housing disparities, lowering barriers to affordable housing, and ensuring access to economic opportunity in the City. The Working Group includes representatives from the City Council, Mayor's Office, Planning and Economic Development, Department of Safety and Inspections (DSI), Human Rights and Equal Economic Opportunity (HREEO), the Housing and Redevelopment Authority (HRA), and Ramsey County. Saint Paul's Low-Income Housing Tax Credit program also established housing site selection priorities to develop affordable family housing in areas of opportunities as well as awarded priority points for affordable housing developments that assist larger-sized families. Additionally, DSI continued use of previously implemented protocols where property inspections are addressed using an equity model and use Fire Safety Public Service Announcements in multiple languages. The City's fair housing website also provides residents information about their fair housing rights.

During PY 2018, the City Council established a Housing Trust Fund with a framework for a comprehensive housing strategy that can preserve Naturally Occurring Affordable Housing (NOAH); assist owners to preserve existing affordable housing, increase the production of rental units to serve households at or below 30% of area median income (AMI), and increase the number of housing units for large-sized families. A Fair Housing Policy Coordinator was also hired to transform existing systems within the City of Saint Paul. The City also established funding for community land trusts to provide new pathways to homeownership and promote long-term affordable community ownership; created a database of NOAH units across the City to help develop tools to stabilize and preserve existing affordable housing units. The City's CAPER demonstrates that its housing programs, housing policies and procedures actively work to remove the identified impediments while also furthering fair housing, as noted below:

### **CITY HOUSING PROGRAMS AND PROCEDURES THAT AFFIRMATIVELY FURTHER FAIR HOUSING CHOICE**

In the 2014 FHIC AI, the following impediments were noted:

1. Potential homebuyers of color are denied for home purchase loans at rates exceeding white homebuyers;
2. Higher rates of exit from homeownership among households of color;
3. Homeownership perceived as unattainable by some households of color;
4. Predatory lending practices towards immigrants, communities of color, and disabled households in the form of contract for deeds;
5. Housing choices for people of color are impacted by perceptions about school performance and neighborhood safety;
6. Limited number of rental units available with 3 or more bedrooms;
7. High rental application denial rates in communities of color and those with disabilities based on rental selection criteria (criminal background, credit history, rental background);

## ATTACHMENT B

8. Inability to place tenants utilizing rental assistance especially for those with disabilities, households with children, and households of color, including by not limited to Housing Choice Vouchers (HCV);
9. Development processes in local government can limit construction of affordable housing for people with disabilities; and
10. NIMBY-ism regarding siting and placement of affordable housing.

In the Addendum to the 2014 Analysis of Impediments, the following goals were identified:

1. Improve opportunities for mobility within the region.
2. Reduce resident displacement.
3. Increase access to homeownership.
4. Expand funding for affordable housing.
5. Improve fair and affordable housing planning.
6. Expand locations of affordable housing.
7. Institute effective and meaningful community engagement.
8. Invest in place-based community improvements.
9. Support multicultural housing needs.
10. Support residents' fair housing rights.

### **AFFORDABLE HOUSING AND THE QUALIFIED ALLOCATION PLAN**

(See Impediments: #6, #7, #8, #10) (See Goals: #2, #4, #6, #8)

Although affordable housing issues are not fair housing concerns per se, the lack of affordable housing in the Twin Cities effectively reduces housing choices for many protected classes. Many communities lack affordable housing opportunities and economic conditions discourage the development or preservation of affordable housing. Over half of renter households earning up to 100% of AMI are identified as being cost burdened with 26% cost burdened (with housing costs greater than 30% of income) and 27% severely cost burdened (with housing costs greater than 50% of income). For homeownership households, 24% of households earning up to 100% of AMI are cost burdened and 18% are severely cost burdened. To rent a modest two-bedroom apartment, Ramsey County workers must earn \$22.13 per hour and work 40 hours per week all year long. However, the typical renter in Ramsey County earns the equivalent of \$18.11 per hour (published by the National Low-Income Housing Coalition, with Minnesota data released jointly by Minnesota Housing Partnership, *Out of Reach Report 2019*, July 2019).

In response, City Council passed resolution 18-1204, calling for action to create and preserve housing that is affordable at all income levels; address racial, social and economic disparities in housing; create infrastructure needed to stabilize housing; fund an Affordable Housing Trust Fund; and fund down payment assistance for first-time homebuyers. This resolution is a public acknowledgement that housing, especially affordable housing, is a priority for the City. The 2040 Comprehensive Plan also supports affordable housing development. Policy H-32 states

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“Continue to use City/HRA resources to support affordable rental housing citywide with at least 30 percent of the total rental units (both market-rate and affordable) financially assisted by the City/HRA being affordable to households earning 60 percent or less of AMI with at least: 10% of all units being affordable to households earning 30% of AMI; 10% of all units being affordable to households earning 50% of AMI; and 10% of all units being affordable to households earning 60% of AMI.

Currently, the City has over 18,000 publicly assisted affordable housing units (including supportive housing units), of which 4,254 are Saint Paul Public Housing Agency (PHA) units. PHA administers 4,924 Housing Choice Vouchers and related Section 8 subsidies (as of July 2020), including 4,225 General Housing Choice Vouchers (HCV), 175 Family Unification Program (FUP) vouchers, 117 Mainstream Disability vouchers, 171 Mainstream Homeless Disability vouchers and 236 VA Supportive Housing (VASH) vouchers. The Saint Paul PHA has allocated 516 Housing Choice Vouchers (HCV) for use as project-based vouchers (PBV) including 328 for supportive housing projects and 188 for mixed income. In total, Saint Paul PHA provides over 9,000 affordable homes to approximately 22,000 people with the greatest need – households at or below 30% AMI. In all, approximately 34% of City renters receive some housing assistance.

During FY 2019, the City provided financing or favorable loan terms to preserve, renovate, or construct affordable rental housing for households at or below 60% of AMI. The City used a combination of financing that included LIHTC, HUD funds, TIF, and City STAR funds. Total units developed or preserved were 429. Of these 91 were affordable – 40 through preservation and 51 through new construction.

With an allocation of \$982,759 and \$901,241 for Low Income Housing Tax Credits (9% credits) for 2019 and 2020, the City has limited financial capacity to produce affordable rental housing. If the 9% allocation is combined with the 4% tax credits, the City is able to finance 6 affordable housing developments each year. As a result, the City must partner with HUD, Minnesota Housing Finance Agency (MHFA), and various foundations to develop other comprehensive financing plans necessary to develop/preserve affordable housing. It is essential that MHFA tax credits are allocated in a manner that equitably develops more affordable housing metro-wide which will advance fair housing choice within the Twin Cities metro area.

The HRA'S LIHTC Qualified Allocation Plan (QAP) encourages economic integration and housing stability citywide with production and preservation of affordable housing throughout the City. The QAP prioritizes projects that create larger, family sized housing, promotes greater access to housing by limiting security deposits and denials based on rental and credit history, and projects that commit to longer periods of affordability. An additional condition for receiving LIHTC through the HRA is developing tenant screening guidelines that implement the 2016 HUD Fair Housing Guidance related to the use of criminal history.

### **ACCESSIBILITY ISSUES – ACCESSIBLE-DESIGNED HOUSING AND CITY SERVICES**

(See Impediments: #8, #9) (See Goal: #10)

Saint Paul's affordable housing policies effectively create more accessible rental housing units because large multi-family housing developments (5 units or more) must comply with the American with Disabilities Act (ADA) and Section 504.

Persons with physical challenges also typically need city services that can encourage self-reliance. In response, the City continues to upgrade city services that can assist residents with disabilities, such as new City traffic lights designed to respond to the needs of visually-impaired

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residents and the Ramsey County Emergency Community Center's Vital Emergency Response Information Form that lessens the emergency response time for emergencies affecting City residents with disabilities.

The City's *Complete Streets* policies considered the needs of all street users of all ages and abilities in the process of street design. The City's Transportation Committee (comprised of 4 Saint Paul Planning Commissioners and 8 community members, including an accessibility representative) advises the City Planning Commission on how to better integrate transportation planning and projects with land use decisions such as zoning, neighborhood and comprehensive planning, and infrastructure investments. The Transportation Committee reviewed planning or design documents for consistency with *Complete Streets* approach and Universal Design guidelines. These apply to all City projects including infrastructure and public improvements paid for in whole or part with HUD funds.

The City's 8-80's *Vitality* initiative was designed to increase activity and vitality on City streets and public spaces by making these more accessible to people of all ages and abilities. Under this initiative, pending funding, Victoria Park will have universally accessible play area for visitors of all abilities. During PY18, Marydale Park play area was renovated with the replacement and addition of play equipment that meets Consumer Protection Safety Commission and American's with Disabilities Act guidelines. The project provided accessibility and safety measures with the appropriate resilient surfacing; enhanced the park's site features; and filled the family-oriented activity needs of the adjacent diverse neighborhood.

### **AFFORDABLE SUPPORTIVE RENTAL HOUSING**

(See Impediments: #6, #7 #8, #9, #10) (See Goals: #2, #4, #6, #8)

To further fair housing choice, the City recognizes the diverse needs of its residents by financing supportive housing citywide and that serves residents with challenges or barriers to housing. In early PY 2019 the Ain Dah Yung Supportive Housing project was completed (42 units of culturally responsive affordable supportive housing units for urban American Indian and formerly homeless young adults). Saint Paul has existing affordable supportive housing developments located citywide, including the City-owned Saint Paul Residence (60 units for at-risk of being homeless, and 60 units for long-term homeless units for late stage alcoholics or those with chemical dependency in the Midway neighborhood).

Dorothy Day Opportunity Center, opened in early PY 2019, 171 permanent supportive housing (PSH) units, all of which were occupied in PY 2019. Of these units 15 have been reserved for single adults experiencing long term homelessness and 11 units are reserved for homeless youth. The first two floors of the building provide the Opportunity Center which consists of dining facilities, a health clinic, and office space for programming and other services to address the needs of homeless adults (including many residents with mental health barriers) residing in Saint Paul.

City staff also participated with the MHFA Stabilization Committee and Stewardship Committee to facilitate the financing of supportive housing and/or assist with affordable housing developments at-risk of financial difficulties.

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### **ZONING CODE**

(See Impediment: #10) (See Goal: #5, #6, #7, #8)

As a baseline, the City's Zoning Code supports the development of supportive housing because the Zoning Code only requires conditional use permits for supportive housing developments over a certain size or density within residential, traditional neighborhood districts, business and industrial districts. The Zoning Code defines supportive housing as one (1) main building, or portion thereof, on one (1) zoning lot where persons with mental illness, chemical dependency, physical or mental handicaps, and/or persons who have experienced homelessness reside and wherein counseling, training, support groups, and/or similar services are provided to the residents. The Zoning Code also allows SRO facilities to be built in more areas which consequently facilitated the development of the City-owned Saint Paul Residence that serves residents experiencing homelessness with late stage chronic alcoholism and at-risk of becoming homeless.

The Zoning Code also encourages high density affordable rental housing along transit corridors, such as Central Corridor, which allows for easy access to major employment opportunities. For example, Prior Crossing (supportive housing for homeless young adults) and the Ain Dah Yung Supportive Housing (culturally-response supportive housing for American Indian young adults) are located on University Avenue and the Green Line light rail.

Accessory Dwelling Units (ADU) are now allowed in expanded areas of the City; Sustainable Building Regulations Ordinance established sustainable building regulations for buildings owned, operated or funded by the City ensuring energy efficiency and sustainability and thus lower costs for building owners and ultimately tenants.

Additionally, the City has supported and approved more recent zoning changes to increase opportunities for multifamily and affordable housing: Both the Marshall Ave Zoning Study and Stryker Ave Zoning Study rezoned multiple properties to expand locations for multifamily and affordable housing on two corridors of the City.

### **CITY'S HOUSING STRATEGIES TO END HOMELESSNESS**

(See Impediments: #6, #7, #8, #9, #10) (See Goal: #7)

Homelessness is not a fair housing issue per se. However, many adults entering emergency shelters and transitional housing in Ramsey County are representative of protected classes. Furthermore, the status of homelessness effectively has a disparate discriminatory impact because many long-term homeless residents face housing barriers due to challenges with mental health, brain injury, developmental disabilities, cognitive learning disabilities, and/or chemical dependency. Consequently, there is a continuing need to develop and maintain affordable supportive housing.

For many residents experiencing homelessness, the lack of economic opportunities is also a major barrier to obtaining and retaining stable housing. As previously stated, on average, Ramsey County renters lack enough income (i.e. a minimum hourly wage of \$22.13) to pay the fair-market rent for a two-bedroom apartment. In addition, households who lack sufficient education and/or job training skills are more at-risk of becoming homeless due to the inability to qualify for or find higher wage employment.

In coordination with Ramsey County, the City allocates its ESG grant to partially fund emergency shelters, transitional housing services, street outreach to residents experiencing homelessness,



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homelessness prevention, and rapid re-housing programs that support the needs of residents experiencing homelessness or those at risk of becoming homeless.

Saint Paul works with the Ramsey County Continuum of Care (CoC) to ensure that comprehensive homelessness prevention and rapid rehousing services can be provided to all people experiencing homelessness, including underserved communities, including New Americans, and young adults and veterans experiencing homelessness.

Initiatives and programs which the City either funds, in whole or part, or participates in includes: *Heading Home* Ramsey Governing Board - During the program year, City staff participated with the Homeless Advisory Board to implement the City/County's *Heading Home Ramsey – Plan to End Homelessness* - a five-year plan of creating 920 permanent supportive housing units in Ramsey County for long-term homeless residents. This year, the Ramsey CoC Governing Board implemented the HUD-required coordinated assessment and HMIS protocols so that the City/County can effectively respond to its homeless residents while meeting HUD national objectives. During the program year, Catholic Charities and Ramsey County staff were instrumental in operating the *Coordinated Access to Housing and Shelter* (CAHS) program which is used to assess homeless individuals and families seeking emergency shelter to determine the most appropriate referral based upon the needs of the household.

**Responding to needs of homeless single adults** - During the program year, City staff continued to partner with the Ramsey County CoC and community service providers to respond to homelessness issues faced by Saint Paul residents. Efforts included use of a community-based response system to address the increasing demand for emergency shelters for homeless individuals, families, and youth through financing the rehab of emergency shelters, supportive housing facilities and affordable housing, and allocating ESG funds to assist those in shelters move into permanent housing. The City, Ramsey County, Catholic Charities, and Saint Paul Foundation worked together to open an additional cold-weather overflow emergency shelter to meet the increasing demands of single homeless adults; during the program year, Ramsey County made Winter Safe Space (now Safe Space) open year-round to fill the need for additional low-barrier emergency shelter beds. The emergency shelter demand is a constant concern, such that Catholic Charities, MHFA, the City, and private donors worked together to develop the new Dorothy Day Center Higher Ground and Opportunity Center (a total of 280 shelter beds and 370 PSH units). All units were occupied in PY 2019. Catholic Charities uses a Housing First model at the City-owned Saint Paul Residence which assists (60 units) single adults with chemical dependency, mental illness, disabilities, or other housing barriers, and 60 at-risk of becoming homeless residents. The program focuses on providing permanent, affordable housing as quickly as possible and then provides the supportive services and connections to community-based supports needed for individuals/families to keep their housing.

In recognition of the need for emergency shelter beds, the City allocated ESG funding for Shelter Operations and rapid re-housing (RRH) programs for homeless adults, families, and unaccompanied youth. Community agencies provided drop-in weekly outreach for residents experiencing homelessness using the downtown Central Library during the daytime and staying at Dorothy Day Center at night. Outreach initiatives were a direct result of City's involvement at the bi-monthly Downtown Police/Homeless Forums.

The City and County again provided funding for a winter shelter, Winter Safe Space which increased number of beds and hours. Additional hours allowed for increased outreach and connection with social services. Metro Transit Police, through its Homeless Action Team (HAT), provided support and resources to homeless sheltering on Metro Transit trains, buses, and in

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transit stations. Resources include vouchers (100 of them) that can be used to get people into federally funded rental assistance programs. The vouchers are being directed to adults, ages 18 to 61, who have a disability and have previously engaged with Metro Transit police or other service providers and can live independently. The HAT team added a night case manager in late January 2019. Saint Paul Police established a Mental Health Unit in early 2018. In 2019, the Unit created a chemical dependency program and a homeless/un-sheltered outreach program to respond to community needs and expectations and the name changed to the Community Outreach and Stabilization Unit or COAST. COAST consists of the Mental Health Resource Team, Recovery Access Program and Police Homeless Outreach Program.

**Responding to the needs of homeless families** - The City participated with various committees to address family homelessness such as the Ramsey County/State of Minnesota Family Homeless Prevention Assistance Program (FHPAP) and the Heading Home Ramsey Governing Board. The City-financed affordable housing development provided more housing choice for at-risk of becoming homeless families, who often state that the lack of affordable housing is the major barrier to housing stability. Additionally, many long-term homeless families are often challenged when one family member has a disability – often mental illness – which affects the family's ability to sustain income. Funding supportive services assists these households in stabilizing their housing.

In addition to financing affordable housing, the City, working in collaboration with Ramsey County, allocated ESG funding to various organizations, such as Catholic Charities – Family Service Center, the YWCA transitional housing, and the YWCA rapid re-housing (RRH) for families. ESG also funded homelessness prevention initiatives, such as East Side Family Center – Neighborhood House, Southern Minnesota Regional Legal Services (provides legal representation to residents at risk of becoming homeless and works with public entities on issues of homelessness), and Minnesota Community Care - *HouseCalls* (health and social services, and utility assistance funds through a collaboration of Minnesota Community Care and Ramsey County).

**Responding to the needs of homeless youth** - The City and County recognized that the number of affordable housing units and the number of emergency shelter beds for homeless youth remains insufficient. In response, during the program year, the City Council approved HUD Emergency Solutions Grant funds for emergency shelter services for youth at Salvation Army *Booth Brown House*, Lutheran Social Services *Safe House*, and Ain Dah Yung. Funding was also allocated to Face to Face - *Safe Zone* – a youth drop-in center, emergency shelter and rapid re-housing program. All programs serve homeless youth, unaccompanied youth, or runaway youth. In 2018 and 2019, the Saint Paul HRA allocated low-income housing tax credits for Ain Dah Yung Supportive Housing. In partnership with Project for Pride in Living, this project provides PSH units for American Indian youth at-risk of becoming homeless. In addition to classrooms, the development includes a technology center and units for people with disabilities.

**Emergency Solutions Grant Program** – Ramsey County, through a Joint Powers Agreement with the City, administered the ESG program. During the program year, ESG assisted 16 community agencies with funds for emergency shelter operations and costs of providing services - essential services, case management, legal services, emergency health services, mental health services, and transportation for homeless families and individuals in emergency shelters and transitional housing. ESG also funded street outreach and RRH programs.

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ESG-funded community agencies provided lifelines to residents experiencing homelessness or at-risk of being homeless. For single adults, Higher Ground Saint Paul provides shelter beds (including medical respite and pay-for-stay beds) and permanent supportive housing units. The Saint Paul Opportunity Center provides permanent housing units integrated with a one-stop location to connect people with critical services, including physical, mental, and chemical healthcare services. Catholic Charities' Family Service Center provided emergency shelter for families allowing time to seek more permanent housing. Such housing services were complemented by community-based services for residents experiencing homelessness, such as Listening House (drop-in for homeless adults); and Interfaith Action's Project Home Day Center (a day center for families experiencing homelessness).

Transitional housing was provided through the YWCA St. Paul which provided housing with supportive services for single-parent families; and Theresa Living Center transitional housing which assisted single women and single-parent families.

For homelessness prevention Minnesota Community Care's *HouseCalls*, East Side Family Center Neighborhood House and the Hmong American Partnership provided emergency financial assistance, including emergency utility assistance especially in response to the State's Cold-Weather Rule (restricting utility shut-off from October 15 through April 15). Southern Minnesota Regional Legal Services provided legal assistance to tenants-at-risk of losing their housing.

Finally, ESG assisted homeless youth with services: Ain Dah Yung provided culturally-responsive emergency shelter for urban American Indian young adults; Face to Face's *SafeZone* - day drop-in center/supportive services and RRH; and Lutheran Social Services' *Safe House* – emergency shelter services.

Most of all, ESG-funded community agencies recognize the fact that residents experiencing homelessness often have multiple barriers to securing permanent housing. Although some homeless residents lack sufficient funds for stable housing, many homeless residents face barriers that limit their ability to earn enough income required for stable housing. That said, in addition to providing housing services, ESG-funded agencies provided supportive services so that residents experiencing homelessness can move toward self-sufficiency.

### **CITY'S HOME LOAN FUND**

(See Impediments: #1, #2, #3, #4) (See Goal: #3)

During PY 2019, the City's Home Loan Fund provided \$564,055 in home improvement loans to CDBG-income eligible homeowners, including Deferred Payment Due-on-Sale Home Improvement loans and Saint Paul/Ramsey County Lead Paint Window Replacement program. The City's Home Loan Fund assisted 77 households comprised of 20 female-headed households and 5 households challenged with disabilities. In total, the City's Home Loan Fund assisted 21 White households (28%), 17 Black households (22%), 28 Asian households (37%), 2 Native American households (1%), and 9 multi-racial households (12%). Most importantly, the City Home Loan Fund assisted those households in most need including 29 households at 0-30% AMI; 28 households at 31-50% AMI; 17 households at 51-60% AMI, and 3 households at 61-80% AMI.

To further promote fair housing choice, the City's Home Loan Fund staff provided multilingual home ownership services in Hmong language and have staff who speak Hmong, Vietnamese, and Spanish. Language translation services are also provided, as needed. The City's website is also translatable.

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In addition to the City's Home Loan Fund program, the City worked with various community development corporations, such as Dayton's Bluff Neighborhood Housing Services (DBNHS), Greater Frogtown CDC (GFCDC), Neighborhood Development Alliance, Inc. (NeDA), NeighborWorks Home Partners (NWHP), North East Neighborhoods Development Corporation (NENDC), Rondo Community Land Trust (RCLT), and Twin Cities Habitat for Humanity which provided neighborhood-based housing programs that were responsive to the needs of City residents and City priorities. NeDA's multi-lingual/multi-cultural housing services assisted Spanish-speaking residents living in the West Side neighborhood. DBNHS and NENDC also have bi-literate Hmong staff to assist its LEP Hmong households living in the East Side neighborhoods.

In recognition that 1 in 5 City residents speaks a language other than English in their homes and in accordance with Title VI of the Civil rights Act of 1964, 42 U.S.C. § 2000d and Executive Order 13166, the City has developed a Limited English Proficiency Plan (LEP). Based on data collected from a variety of sources, including the Saint Paul Public Schools and the U.S. Census Bureau, the City's primary language groups that are non-English include, but are not limited to Spanish, Hmong, and Somali. This means that increasingly, City employees are providing services to individuals who may be limited English proficient (LEP) because of national origin. The City's LEP Language Access Plan outlines and describes how the City will improve access to its services for LEP individuals.

The City is committed to making its services and information about those services available to everyone, regardless of language barriers. As residents, workers or visitors who contribute to the quality of life in the City, LEP individuals are entitled to meaningful access to City services. As a recipient of federal financial assistance, the City is required by federal law to plan for and provide meaningful access to City services for LEP individuals.

### **MORTGAGE FORECLOSURE PREVENTION PROGRAM**

(See Impediments: #1, #2, #3, #4) (See Goal: #3)

The City of Saint Paul is one of several HUD-approved housing counseling agencies providing counseling in the City of Saint Paul under the umbrella of the Minnesota Home Ownership Center (MNHOC). The network of agencies providing mortgage default/early delinquency counseling in the City assist households with guidance and assistance for submission of mortgage modifications, working with their mortgage servicer on a smooth transition out of the home (short sale or deed in lieu of foreclosure), and providing information about the foreclosure process and moving on after foreclosure.

During the program year, the network of agencies provided individualized mortgage foreclosure prevention counseling by working with homeowners to create an action plan and viable budget. In addition, housing advisors provide referrals to community resources, such as food shelves, formal budget counseling, bankruptcy counseling, legal aid and as necessary emergency assistance from Ramsey County. Most importantly, the network of agencies assisted homeowners in default by communicating with mortgage servicers for modifications, forbearance agreements, or repayment plans; taking the burden of communication off the homeowner. As a result, 54 of the default cases closed during 2019 had successful outcomes - mortgage foreclosures were prevented.

Finally, although predatory lending practices are not discriminatory per se, predatory lending practices may have a disparate discriminatory impact on communities of color, lower income households, the elderly, and those with lower credit scores.

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### **INSPIRING COMMUNITIES PROGRAM**

(See Impediments: #1, #2, #3, #4) (See Goal: #3)

The City of Saint Paul's *Inspiring Communities* program was created to consolidate properties, both for new construction and rehabilitation, acquired with NSP, CDBG, and HRA funds under a single strategy. The *Inspiring Communities* program largely focuses investment on geographically defined cluster areas in neighborhoods most impacted by foreclosure and vacancy. The program funds assist developers with development gap financing for construction of new housing on vacant lots or rehabilitation of vacant structures. As a neighborhood redevelopment program, *Inspiring Communities* also created construction job opportunities for local residents, Section 3 certified businesses, M/W/SBEs, and advanced equity in contracting and workforce hiring.

### **Cumulative Impact of Inspiring Communities**

Since 2008, the City has allocated more than \$45,000,000 of federal, state, and local funds to revitalize vacant and foreclosed properties in designated Saint Paul neighborhoods. Approximately 300 properties have been sold or are in the process of being sold. *Inspiring Communities* has developed energy-efficient, sustainable, and affordable homes in areas of Saint Paul with the greatest need for stable housing. The quality of housing increased the overall affordability, as these homes should not require major capital investments for 10-15 years. Additionally, these investments encouraged neighboring homeowners to reinvest in their properties and neighborhoods. During PY 2019, 2 new homes were constructed and sold to income-eligible households. Purchasers of Inspiring Communities homes are eligible to receive up to \$5,000 in financial assistance to help complete the purchase.

### **CITY'S EFFORT TO AFFIRMATIVELY FURTHER FAIR HOUSING BY ENSURING AVAILABLE HOUSING SERVICES TO LIMITED ENGLISH PROFICIENCY RESIDENTS**

(See Impediment: #4) (See Goals: #3, #7)

The City of Saint Paul recognizes that limited English proficiency (LEP) residents are often unable to access housing service information in their primary languages. In recognition that 1 in 5 City residents speaks a language other than English in their homes and in accordance with Title VI of the Civil rights Act of 1964, 42 U.S.C. § 2000d and Executive Order 13166, the City has developed a Limited English Proficiency Plan (LEP). Based on data collected from a variety of sources, including the Saint Paul Public Schools and the U.S. Census Bureau, the City's primary language groups that are non-English include, but are not limited to Spanish, Hmong, and Somali. This means that increasingly, City employees are providing services to individuals who may be limited English proficient (LEP) because of national origin. The City's LEP Language Access Plan outlines and describes how the City will improve access to its services for LEP individuals.

The City is committed to making its services and information about those services available to everyone, regardless of language barriers. As residents, workers or visitors who contribute to the quality of life in the City, LEP individuals are entitled to meaningful access to City services. As a recipient of federal financial assistance, the City is required by federal law to plan for and provide meaningful access to City services for LEP individuals. The City's HREEO department coordinates and maintains the City's LEP program. The Planning and Economic Development department has an LEP policy with multilingual staff to provide information about the following housing programs, which are also listed on the City's website, which is translatable:

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### ***Minnesota Home Ownership Center (MNHOC) Home Buyer Education Classes***

(See Impediments: #1, #2, #3, #4) (See Goals: #3, #7, #9)

Minnesota maintains a high homeownership rate, approximately 71%, but has a 35.1 percentage point disparity in homeownership rates between white/non-Hispanic households and households of color, ranked the 5<sup>th</sup> largest disparity in the country (*Key Trends in Housing*, Minnesota Housing Finance Agency, January 2018).

That said, the City financially supported the Minnesota Homeownership Center (MNHOC) which offers individualized financial wellness and home buyer counseling, homebuyer education classes (*Home Stretch* workshops), including multicultural and multilingual homebuyer classes. Homeownership workshops were held in English, Hmong, Somali, Karen, and Spanish. The MNHOC also works directly with the African Development Center and African Economic Development Solutions to outreach to Somali and Africans new to America. MNHOC's *Framework*, an online educational program, is offered in Spanish. Because of these efforts, 82% (402 of 490) of households participating in homebuyer education and 75% (269 of 358) of households participating in financial wellness and homebuyer counseling identified as people of color.

Subsequently, Fannie Mae worked with the MNHOC's *Framework* in which households who purchase Fannie Mae properties through its *HomeReady Buyer* program will be eligible for up to 3% off the purchase price of the home in the form of closing cost assistance. Fannie Mae's *HomeReady Buyer* program acknowledges that industry leaders recognized the value of homeownership education and counseling.

To improve homeownership education classes, MNHOC also performs pre- and post-workshop surveys (in English and Spanish) for which 98% of *Home Stretch* workshop participants stated that *Home Stretch* helped provide confidence in the home-buying process.

Finally, even with its budgetary restrictions, the City continued its funding of MNHOC – recognizing that the MNHOC's home buyer classes and counseling serve first-time low- to moderate-income (LMI) homebuyers and provides a leadership role in responding to foreclosures.

### ***City's Home Loan Fund/Mortgage Foreclosure Prevention Program***

(See Impediments: #7, #8, #9) (See Goals: #3, #7)

To ensure access to housing programs, the City's Home Loan Fund's staff provided home ownership services and default counseling in Hmong and other language translation services, as needed.

### ***Relocation Counseling***

(See Impediments: #10, #11, #12) (See Goal: #7)

The City has the ability provide culturally sensitive relocation assistance, if needed. However, during this program year, there was no need to provide multilingual relocation services.

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### **HOME OWNERSHIP ALLIANCE - EMERGING HOUSING MARKET INITIATIVES**

During the program year, the City participated with MNHOCs *Home Ownership Alliance* (HOA) initiative, a collaboration of more than 30 organizations committed to equitable homeownership for people of color and lower-income households. The HOA brings together organizations that represent a range of communities, including the NeDA, NWHP, and Twin Cities Habitat for Humanity. The HOA leverages these partnerships to create paths for underserved communities to achieve equitable, affordable homeownership.

An example of the HOA's collaborative innovation is the launch of the "Get Ready. Be Ready" campaign to reach African Americans in Saint Paul's East Side and North Minneapolis. To reach these potential homeowners, HOA works with community representatives to create key messages addressing known myths about homeownership, and invest in community radio and print media, along with social media and outreach to community leaders. In the coming year, HOA will expand this outreach to other populations affected by a lack of access, including East African, Hispanic, and Southeast Asian communities.

The HOA is also advocating for systems change in the very programs intended to advance affordable homeownership. Research has shown that the existing down payment assistance (DPA) ecosystem is inconsistently funded, limits consumer choice, and hinders buyers' ability to compete in a tight market. Further, lenders can be reluctant to work with complex programs with varying features and cite uncertainty about compliance with the secondary market as an obstacle to working with DPA programs.

This initiative will disrupt the status quo and advance a consumer-centered down payment system statewide, with the potential for national replicability; centralization of resources, non-profit leaders supporting lenders and consumers, common underwriting, consistent features, and broader geographic availability.

### **SAINT PAUL DEPARTMENT OF HUMAN RIGHTS AND EQUAL ECONOMIC OPPORTUNITY (HREEO)**

(See Impediments: #1, #2 #3, #4, #5, #8) (See Goals: #7, #9)

Pursuant to the Saint Paul Human Rights Ordinance (SPHRO), City HREEO staff respond to human rights complaints. HREEO is a City Department dedicated to eliminating housing disparities and discrimination under the local civil rights ordinance and the FHA. During 2015, Saint Paul Human Rights Division was granted full certification as a HUD Fair Housing Assistance Partner which effectively increased the Human Rights Division's capacity in bringing the authority of the Fair Housing Act to eligible complaints. Discrimination cases falling under the Fair Housing Act and the SPHRO were investigated by the Human Rights Division and cross-filed with HUD's Office of Fair Housing and Equal Opportunity (FHEO). Subsequently, HREEO is the only FHAP that is substantially equivalent under HUD's work-sharing agreement in the State of Minnesota. The human rights team has an extensive history of eradicating housing discrimination. All the investigators and leadership are fully trained under HUD requirements including the 5-week investigators' training in Washington, D.C. HREEO's staff have conducted Fair Housing continuing legal education training for attorneys and professionals in the housing and property management fields. Furthermore, staff have considerable experience with attempting and conducting conciliation.

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During the program year, the Human Rights Division increased its visibility in the community by participating in outreach activities and events. Human Rights Specialists are responsible for the investigations and outreach for the HREEO department and have exceeded the case production for a jurisdiction of this size. HREEO has a long history of taking on challenging policy issues, and producing timely, thorough and useful investigations which have led to individual complainant remedies as well as wider public interest policy changes with landlords and housing providers in our jurisdiction.

The City of Saint Paul is the only majority minority city in Minnesota. The diversity of HREEO's staff reflects the communities it serves. This team is fluent in several languages which include Amharic, Oromo, Hmong, Spanish, and Tagalog. In the past, HREEO's staff partnered with the Equal Opportunity Commission and the U.S. Department of Labor to coordinate and organize outreach to the Hmong Community through their vulnerable workers project. In other efforts, HREEO staff has worked with Saint Paul Police and the Autistic Society of Minnesota to facilitate a collaborative effort to improve interactions between police and residents with autism.

### **LEGAL SERVICES: SOUTHERN MINNESOTA LEGAL REGIONAL SERVICES**

(See Impediments: #1, #2, #3, #4, #5 #7, #8) (See Goals: #2, #9)

Often, legal representation is needed to enforce fair housing rights. In response, the City has financially supported the Housing Equality Law Project, administered by Southern Minnesota Regional Legal Services (SMRLS) which provides fair housing enforcement services.

With this grant, the City partially funded 1 attorney to assist Saint Paul residents who are treated unfairly when seeking or maintaining their housing. Legal services included negotiated settlements, assisted with filing of complaints with enforcement agencies, and represented people in court. Persons who benefit from these services include low-income persons of color, immigrants and refugees, disabled persons, and female heads of households and their families who were treated unfairly, and in violation of anti-discrimination laws, by landlords when they look for housing, live in housing, or try to keep their housing.

Finally, the City awarded ESG funds to partially fund SMRLS's legal representation for residents experiencing homelessness or those at-risk of becoming homeless to stabilize their housing.

### **CITY'S EFFORT TO AFFIRMATIVELY FURTHER FAIR HOUSING THROUGH ANTI-DISPLACEMENT AND INCREASED ACCESS STRATEGIES**

(See Impediments: #1, #3, #7, #8, #9, #10) (See Goals: #1- #10)

#### **City's Housing Trust Fund Strategy**

The Housing Trust Fund was developed by Mayor Melvin Carter to produce, preserve, and protect housing affordability for Saint Paul residents. The fund serves as a flexible financial tool used to address the current crisis of housing affordability in Saint Paul. Current issues facing the Saint Paul housing market include increasing costs of labor and materials limiting new construction, housing costs rising at a faster pace than average incomes, and significant racial disparities in homeownership. The Housing Trust Fund strategy identifies five key objectives to address housing issues. The strategy builds upon the findings of the Saint Paul Fair Housing Working Group and community engagement during the City's 2040 Comprehensive Plan process as well as Mayor Carter's *Voices of Our Community* and *Imagine Our City* listening sessions.



## ATTACHMENT B

1. Meet the needs of those with the lowest incomes by increasing housing supply. The lowest income residents in Saint Paul are the most cost-burdened and have the fewest existing housing options.
2. Invest in low- and moderate-income residents by investing in the existing housing supply. Maintaining housing options that are already serving low- and moderate-income families will ensure the City does not lose ground on increasing the supply and will prevent displacement.
3. Explore innovative approaches to meeting housing needs. Piloting programs and options to produce affordable opportunities more efficiently will allow more residents to be served.
4. Build wealth for residents and communities. Targeting housing investments in ways that increase affordability and the resources available to low-income residents and communities.
5. Promote fair access to housing for all City residents. Expanding tenant protections, landlord training, and coordination among City departments to ensure fair access to housing and prevention of displacement.

The Housing Trust Fund, established in PY 2018, will invest \$16 million in affordable housing using the strategies described above. Recent investments include:

- Investments in innovative models for homeownership and wealth building including Accessory Dwelling Units and Community Land Trusts
- Financing to preserve unsubsidized naturally occurring affordable housing units and prevent displacement
- Families First Housing Pilot rental supplement program

### **Families First**

The Families First Housing Pilot provides Saint Paul families a \$300 monthly rent supplement and ongoing supportive services for three years, in partnership with Saint Paul Public Schools and the Saint Paul Public Housing Agency, and community partners. The City invested \$3 million through the Housing Trust Fund to support up to 250 families in underperforming schools with ongoing rental support. Additional funds to provide supportive services from community partners were awarded through grants from philanthropic partners. The program launched in February of 2020, after City staff and the Mayor met with teachers in each school to promote the program, which leans heavily on school staff to identify families experiencing housing instability.

### **Office of Financial Empowerment**

In 2019, the City formed a new Office of Financial Empowerment, including a full-time Fair Housing Coordinator position. Staff works with various City departments, residents, and the regional Fair Housing Implementation Council to establish policies, regulations, and programs to proactively ensure that Saint Paul residents do not experience housing discrimination and to affirmatively further fair housing.

During PY 2019, the Office of Financial Empowerment developed a framework for the Fair Housing strategy with overarching goals of decreasing housing displacement, increasing housing access and focusing on Affirmatively Furthering Fair Housing. The City has a fair housing strategy that aligns community and department work in four core areas: Preservation and Production, Education and Engagement, Enforcement, Compliance, and Tenant Protections.

During the program year, OFE focused on Tenant Protections, hosting a series of community engagement events to identify needs, strategies, and policy priorities. In March 2020, the City

## ATTACHMENT B

introduced S.A.F.E. Housing Saint Paul, a suite of tenant protections policies geared at ensuring stable, accessible, fair, and equitable housing opportunities for all. The initiatives listed below should be ready for implementation early next program year, the summer of 2020, and include:

- **Tenant Rights and Responsibilities Information:** The policy ensures tenants and landlords know their rights, responsibilities, and what resources are available to them. A packet of information and a poster will be available online and in multiple languages.
- **Security Deposit Limit:** The policy ensures equitable access to housing by ensuring tenants will not be required to pay more than a single month's rent as a security deposit. It also includes a prepaid rent limitation that ensures tenants will not be required to pre-pay more than one month's rent at move-in.
- **Tenant Screening Guidelines:** The policy ensures fair access to housing by creating uniform screening criteria guidelines for applicants related to the use of rental, criminal and credit history.
- **Just Cause Notice:** The policy increases housing stability by ensuring landlords provide just cause for nonrenewal of lease or termination of tenancy at the time notice is given. The policy includes just causes related to tenancy issues like nonpayment of rent or breach of lease, as well as changes to the use of the property like an owner or family member choosing to occupy the unit.
- **Advance Notice of Sale:** The policy supports the preservation of affordable housing and addresses displacement pressures faced by tenants. It ensures that a notice of a proposed sale be provided to the City and tenant before an affordable property is placed on the market as well as after the transfer of ownership occurs, coupled with a tenant protection period after the sale.

### **Anti-displacement Policy Network**

During PY 2019 City staff and elected officials participated in the Anti-displacement Policy Network Cohort through PolicyLink. Saint Paul and Minneapolis jointly formed a team to participate in this network to learn about policies other cities around the country are pursuing to combat displacement and to advance anti-displacement policies in the Twin Cities.

### **CITY'S EFFORTS TO DEVELOP A REGIONAL APPROACH THAT AFFIRMATIVELY FURTHERS FAIR HOUSING – Fair Housing Implementation Council (FHIC)**

(See Impediments: #1, #2, #3, #4, #5, #6)

The City recognized that a regional approach was necessary to effectively eliminate impediments to fair housing and promote fair housing opportunities. In response, Saint Paul partnered with Bloomington, Eden Prairie, Minneapolis, Plymouth, Minnetonka, Woodbury, Anoka County, Carver, Dakota County, Hennepin County, Ramsey County, and Washington County as members of the Fair Housing Implementation Council (FHIC) and developed the 2014 Analysis of Impediments to Fair Housing Choice (AI 2014). During PY 2016, the City entered into a voluntary agreement with HUD creating an Addendum to the 2014 AI to provide a more robust analysis focusing on segregation and integration, areas of concentrated poverty, and areas of opportunity. The 2014 AI Addendum was subsequently accepted by HUD during PY 2017.

At the same time, Affordable Housing Connections (AHC) provided fair housing training for owners, property managers, and asset managers of multi-family developments that receive funding through the following programs: HOME, CDBG, Section 42 Housing Tax Credits, Tax Credit Assistance Program (TCAP), and Section 1602 Credit Exchange. AHC offers fair housing training annually as part of its Section 42 compliance training so that front line staff have practical

## ATTACHMENT B

guidance on how to lawfully follow fair housing marketing and occupancy rules, are aware of recent changes to Fair Housing requirements, and the potential penalties for violating fair housing laws.

During PY 2019, the FHIC contracted with The Lawyers Committee for Civil Rights Under Law to prepare the 2020-2024 Regional Analysis of Impediments to Fair Housing Choice.

### SUMMARY

The City is committed to providing equal opportunity to all people in all areas of City services and City programs. This document identified actions that affirmatively furthered fair housing. That said, Saint Paul affirmatively furthers fair housing in four distinct ways – funding, participation, direct service, and policy.

While the City works to remove impediments to Fair Housing, there remains a constant need for fair housing work as part of the fabric that makes up Saint Paul government, its rules, and regulations. The City of Saint Paul remains committed to ensuring every resident is able to fully realize fair housing.

ATTACHMENT B



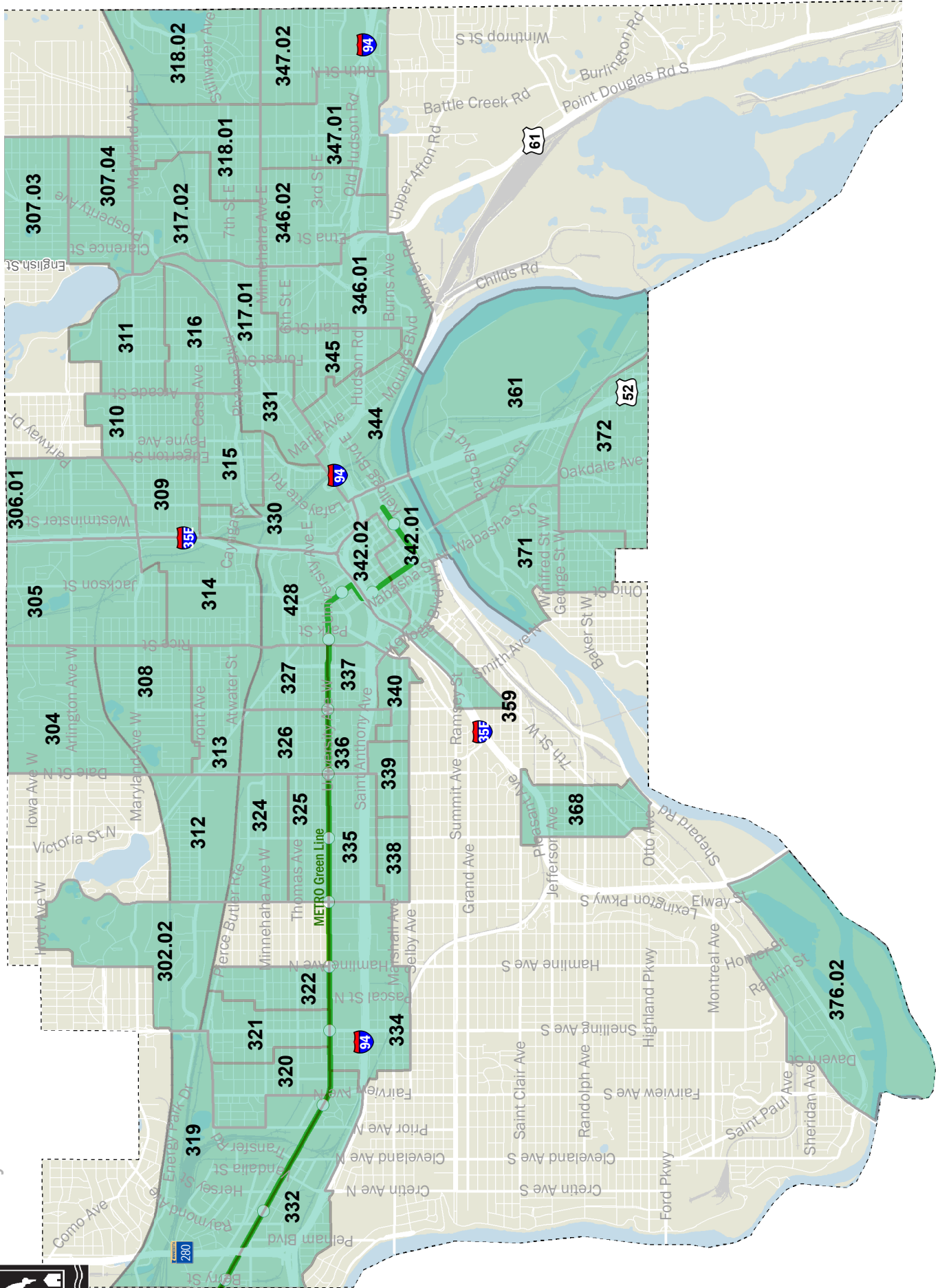
# CDBG-Qualified Census Tracts 2019

January 2019



CITY OF SAINT PAUL

## ATTACHMENT C



Date: 1/25/2019 9:55:43 PM Document Path: K:\GIS\Data and Research Requests\2019\2019-01-16 CDBG-Qualified Census Tracts 2019.mxd

PY 2019-20 CAPER

OMB Control No. 2506-0117 (exp. 06/30/2018)

# ATTACHMENT C

## CITY OF SAINT PAUL, MINNESOTA

### CDBG Eligible Census Tracts

Geo ID	Census Tract	State ID	County ID	Low-Income Population in Tract	Total Population in Tract	% Low-Income
271230000000	302.02	27	123	1,350	2,255	59.87%
271230000000	304	27	123	1,110	1,250	88.80%
271230000000	305	27	123	1,715	1,770	96.89%
271230000000	306.01	27	123	2,755	3,090	89.16%
271230000000	307.03	27	123	370	570	64.91%
271230000000	308	27	123	795	1,030	77.18%
271230000000	310	27	123	700	1,020	68.63%
271230000000	311	27	123	735	1,435	51.22%
271230000000	312	27	123	770	1,305	59.00%
271230000000	313	27	123	860	1,050	81.90%
271230000000	314	27	123	500	685	72.99%
271230000000	315	27	123	935	1,060	88.21%
271230000000	316	27	123	1,300	1,440	90.28%
271230000000	317.02	27	123	1,305	1,700	76.76%
271230000000	318.01	27	123	885	1,175	75.32%
271230000000	319	27	123	660	730	90.41%
271230000000	321	27	123	795	1,250	63.60%
271230000000	324	27	123	960	1,110	86.49%
271230000000	325	27	123	830	975	85.13%
271230000000	326	27	123	935	1,440	64.93%
271230000000	327	27	123	850	920	92.39%
271230000000	331	27	123	795	970	81.96%
271230000000	332	27	123	515	890	57.87%
271230000000	334	27	123	900	900	100.00%
271230000000	335	27	123	835	910	91.76%
271230000000	336	27	123	1,400	1,580	88.61%
271230000000	337	27	123	1,255	1,565	80.19%
271230000000	338	27	123	930	1,200	77.50%
271230000000	339	27	123	795	1,480	53.72%
271230000000	340	27	123	410	755	54.30%

# ATTACHMENT C

## CITY OF SAINT PAUL, MINNESOTA

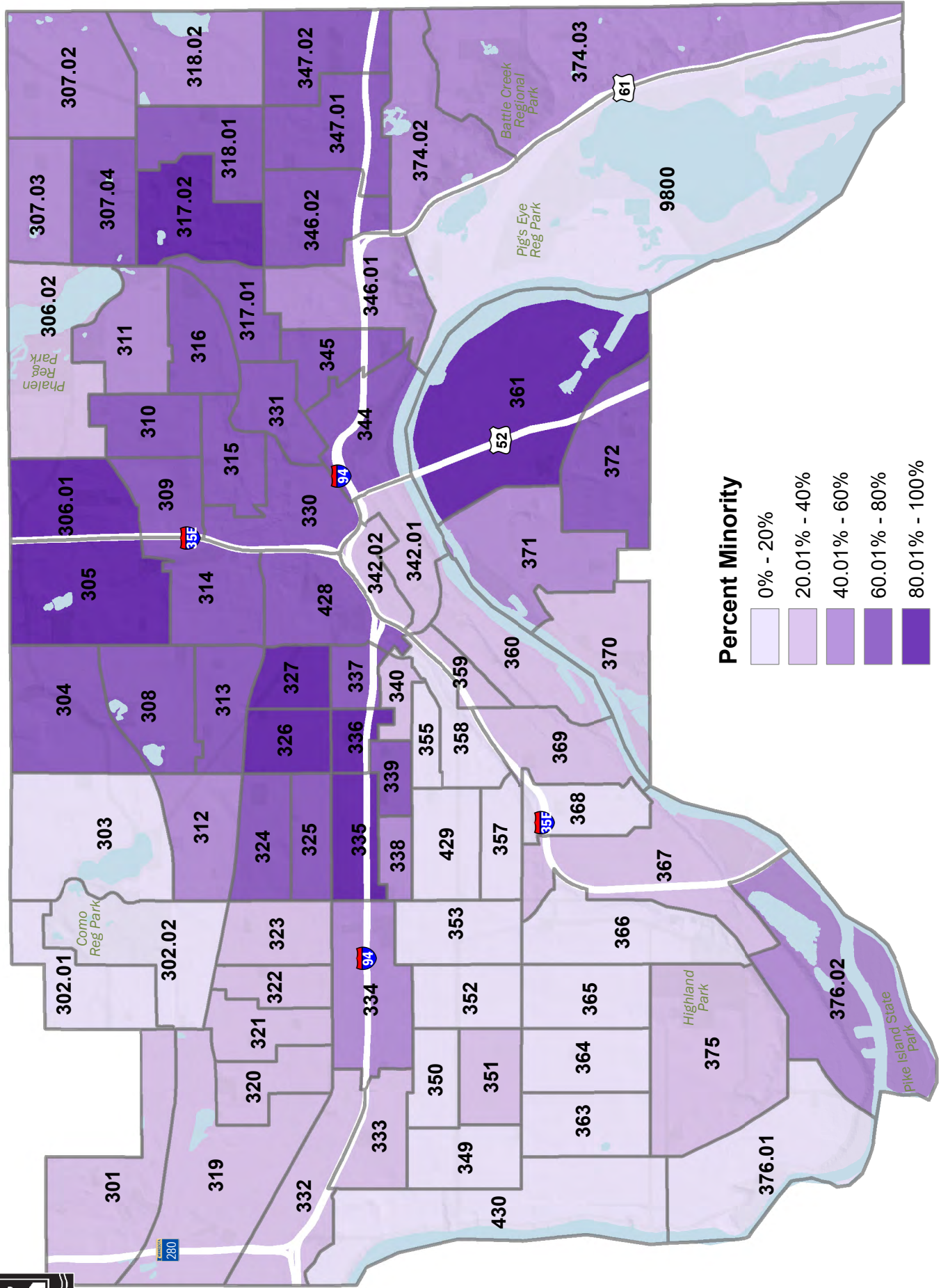
### CDBG Eligible Census Tracts

Geo ID	Census Tract	State ID	County ID	Low-Income Population in Tract	Total Population in Tract	% Low-Income
271230000000	342.01	27	123	1,100	1,815	60.61%
271230000000	345	27	123	1,055	1,475	71.53%
271230000000	346.01	27	123	435	755	57.62%
271230000000	346.02	27	123	450	705	63.83%
271230000000	359	27	123	610	1,005	60.70%
271230000000	361	27	123	1,415	1,610	87.89%
271230000000	365	27	123	475	845	56.21%
271230000000	366	27	123	955	1,725	55.36%
271230000000	368	27	123	750	1,105	67.87%
271230000000	370	27	123	205	395	51.90%
271230000000	371	27	123	875	890	98.31%
271230000000	372	27	123	1,240	1,845	67.21%
271230000000	376.02	27	123	475	835	56.89%
271230000000	405.02	27	123	465	890	52.25%
271230000000	406.04	27	123	685	820	83.54%
271230000000	408.01	27	123	645	835	77.25%
271230000000	408.02	27	123	205	205	100.00%
271230000000	409.02	27	123	1,110	2,105	52.73%
271230000000	411.03	27	123	965	1,505	64.12%
271230000000	411.07	27	123	1,240	2,260	54.87%
271230000000	416.02	27	123	1,255	1,960	64.03%
271230000000	420.02	27	123	1,005	1,255	80.08%
271230000000	421.01	27	123	1,540	2,405	64.03%
271230000000	422.01	27	123	840	1,385	60.65%
271230000000	423.02	27	123	830	1,590	52.20%
271230000000	425.01	27	123	530	810	65.43%
271230000000	428	27	123	360	485	74.23%



# Percent Minority Population per Census Tract

February 2019



This document was prepared by the Saint Paul Planning and Economic Development Department and is intended to be used for reference and illustrative purposes only. This drawing is not a legally recorded plan, survey, official tax map or engineering schematic and is not intended to be used as such. Data source: St. Paul Enterprise GIS, 2018.



# ATTACHMENT C

## CITY OF SAINT PAUL, MINNESOTA

### Census Tracts with Minority Concentration

Geo ID	Census Tract	% Minority	% Low-Income
27123030400	304	65.03%	60.02%
27123030500	305	83.80%	83.01%
27123030601	306.01	86.28%	75.02%
27123030703	307.03	50.61%	66.06%
27123030704	307.04	68.68%	57.23%
27123030800	308	64.55%	69.86%
27123030900	309	75.41%	67.30%
27123031000	310	71.52%	74.29%
27123031300	313	75.87%	82.18%
27123031400	314	76.47%	82.56%
27123031500	315	71.21%	88.55%
27123031600	316	77.70%	85.31%
27123031701	317.01	76.27%	50.26%
27123031702	317.02	80.18%	81.70%
27123031801	318.01	68.60%	68.69%
27123032400	324	73.50%	76.18%
27123032500	325	75.80%	75.84%
27123032600	326	81.10%	74.86%
27123032700	327	86.06%	82.31%
27123033000	330	69.12%	77.90%
27123033100	331	64.30%	67.71%
27123033500	335	80.98%	80.53%
27123033600	336	95.12%	88.61%
27123033700	337	78.17%	80.19%
27123033800	338	54.99%	68.66%
27123033900	339	60.01%	53.72%
27123034400	344	63.01%	62.94%
27123034500	345	61.17%	70.68%
27123034601	346.01	59.53%	70.28%
27123034602	346.02	71.56%	63.77%
27123034701	347.01	64.62%	60.46%
27123034702	347.02	61.40%	60.66%
27123036100	361	82.05%	87.89%
27123037100	371	53.02%	55.39%
27123037200	372	63.13%	68.99%
27123037403	374.03	59.20%	55.81%
27123042800	428	79.11%	92.55%

## ATTACHMENT C



# HOME Match Report

## ATTACHMENT D U.S. Department of Housing and Urban Development Office of Community Planning and Development

OMB Approval No. 2506-0171  
(exp. 12/31/2012)

<b>Part I Participant Identification</b>			Match Contributions for <b>Federal Fiscal Year (yyyy) 2019</b>
1. Participant No. (assigned by HUD) M-19-MC-27-0202	2. Name of the Participating Jurisdiction: City of Saint Paul	3. Name of Contact (person completing form) Julie Hostak, Grants Specialist	
5. Street Address of the Participating Jurisdiction 1100 City Hall Annex, 25 West Fourth Street		4. Contact's Phone Number (include area code) 651.266.8545	
6. City Saint Paul	7. State MN	8. Zip Code 55102	

<b>Part II Fiscal Year Summary</b>		
1. Excess match from prior Federal fiscal year	\$ 54,969,137.26	
2. Match contributed during current Federal fiscal year (see Part III.9)	46,957.82	
3. Total match available for current Federal fiscal year (line 1 + line 2)		\$ 55,016,095.08
4. Match liability for current Federal fiscal year		\$ 187,831.28
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)		\$ 54,828,263.80

Part III Match Contribution for the Federal Fiscal Year								
1. Project No. or Other I.D.	2. Date of Contribution (mm/dd/yyyy)	3. Cash (non-federal sources)	4. Foregone Taxes, Fees, Charges	5. Appraised Land/Real Property	6. Required Infrastructure	7. Site Preparation, Construction Materials, Donated Labor	8. Bond Financing	9. Total Match
2259 - Rice Street Flats, 782 Rice St. 55117	5/19/2020						3,375,000.00	46,957.82
								-
								-
								-
								-
								-
								-
								-
								-
		0.00	0.00	0.00	0.00	0.00	3,375,000.00	46,957.82



**Affordable Housing Connections, Inc.**  
**Summary Report to City of St. Paul on HOME Projects Inspections**  
**Report Period: June 1, 2019 through May 31, 2020**

## ATTACHMENT D

**43 annual reports were reviewed and 138 HOME units and respective tenant files were**

IDIS No.	Project Name	Project Total Units	HOME Units Total	Fixed/Floating	Inspection Frequency	Inspection Dates		No. of Units Inspected	Physical Inspection Results	Desk Audit & Tenant File Review Results	Date Last Rent Increase Approved
						2019	2020				
1927	2700 University	248	11	Floating	every 3 years	5/21/19	Next Site Visit in 2021	4	1 Building Exterior & 1 Unit Findings. Completed work orders received 7/8/19	2019 annual recertifications not completed for files reviewed. 7/8/19: ARs completed and corrected CHART received.	
1015	Arlington Gardens Apartments	50	49	Fixed	annual	9/17/19	Scheduled after May 31	10	7 Unit findings. Completed work orders received on 10/30/19	No file review findings; No report findings.	
633	Bluff Park Homes	73	9	Floating	annual	7/16/19	POA Ended 8/25/19	4	2 Common area findings. Completed work orders received on 8/6/19	No file review findings. Corrected CHART received on 8/6/19.	10/21/19
1990	BROWNstone	35	7	Fixed	every 3 years	6/25/19	Next Site Visit in 2022	4	No running hot water in all 4 units inspected; completed work order received 6/28/19. Hot water restored.	No file review findings. Corrected CHART received on 8/30/19	
1925	Cambrie Senior Housing	113	7	Fixed	every 3 years	-	5/5/20	4	Physical inspection postponed due to COVID-19.	No file review findings. Corrected CHART received on 6/16/20	
1607	Commerce II	45	7	Fixed	annual	6/18/19	Scheduled after May 31	4	3 building system findings, 1 unit finding, 1 common area finding, 1 health and safety finding. Completed work orders received 7/12/19.	No file review findings. Corrected CHART received on 8/7/19	
1242	Cornelia House	47	10	Floating	annual	6/25/19	Scheduled after May 31	4	No Findings	No file review findings; Corrected CHART received 8/18/19.	10/22/19
1312	Crane Ordway	70	16	Floating	annual	7/25/19	Scheduled after May 31	4	No Findings	No file review findings; Corrected CHART updated 8/21/19.	1/14/16
1106	Crestview Community Expansion	44	11	Floating	annual	7/30/19	Scheduled after May 31	4	2 unit findings, 3 common area findings. 6 health and safety findings. Completed work order received 9/6/19	No file review findings; No report findings.	5/21/19
1539	Delancey Apartments	37	13	Fixed	annual	7/30/19	Scheduled after May 31	4	1 Health and safety finding. Completed workorder received 9/17/19	No file review findings. Corrected CHART reupdated 9/17/19	3/9/20
1160	Graham Place	121	8	Fixed	annual	8/1/19	Scheduled after May 31	4	1 Unit finding, 3 Common area findings. Completed work orders received 8/24/19	No file review findings; No report findings.	12/4/18
1822	Hamline Station East	51	5	Floating	annual	7/30/19	Scheduled after May 31	4	4 Unit findings, 1 Health and safety finding. Completed work orders received 9/6/19	No file review findings; Corrected CHART updated 11/1/19	
1821	Hamline Station West	57	5	Floating	annual	7/30/19	Scheduled after May 31	4	2 Unit Findings, 1 Building system finding, 1 Health and safety finding. Completed work orders received 9/6/19	No file review findings. Corrected CHART received on 9/20/19	
1014	Jackson Street Village	24	8	Floating	every 2 years	9/10/19	Next Site Visit in 2021	-	1 Unit finding, 1 Health and safety finding. Completed workorder received 9/18/19	No file review findings; No report findings.	7/5/19
1603	Kimball Court	76	15	Floating	annual	6/18/19	Scheduled after May 31	4	2 Common area findings, 6 Health and safety findings. Completed work orders received 7/16/19	Several report review findings require correction. Correction received 7/31/19	3/11/16
1224	Lyon's Court	60	3	Fixed	annual	9/10/19	Scheduled after May 31	3	No Findings	No file review findings. Corrected CHART received on 10/14/19	10/31/19
1811	Midway Pointe	50	4	Fixed	annual	6/25/19	Scheduled after May 31	4	No Findings	No file review findings; No report findings.	
1307	Model Cities FFSH	6	5	Floating	every 2 years	6/25/19	Next Site Visit in 2021	4	1 Unit Finding. Completed workorder received 7/11/19	No file review findings. Corrected CHART received 7/11/19	
1760	Northern Warehouse	52	5	Fixed	annual	6/5/19	Scheduled after May 31	4	No Findings	No file review findings. Corrected CHART received on 7/8/19	4/6/18
1253	Phalen Senior Lofts	73	35	Floating	annual	9/11/19	Scheduled after May 31	7	2 Common area findings, 2 Unit findings. Completed workorder received 10/22/19	No file review findings. Corrected CHART received on 10/22/19	10/31/19
1605	Renaissance Box	70	4	Floating	annual	7/25/19	Scheduled after May 31	4	1 Unit findings, 1 Common area finding. Completed workorder received 9/4/19	No file review findings. Corrected CHART received on 9/4/19	1/12/16

# ATTACHMENT D

						Inspection Dates		43 annual reports were reviewed and 138 HOME units and respective tenant files were			
IDIS No.	Project Name	Project Total Units	HOME Units Total	Fixed/Floating	Inspection Frequency	2019	2020	No. of Units Inspected	Physical Inspection Results	Desk Audit & Tenant File Review Results	Date Last Rent Increase Approved
1816	Rolling Hills Apartments	108	8	Fixed	annual	8/20/19	Scheduled after May 31	4	6 Unit findings. Completed work orders received 9/24/19	No file review findings; No report findings.	6/8/18
1052	Seabury	50	49	Fixed	annual	6/25/19	Scheduled after May 31	10	No Findings.	Several review findings. Corrected verifications received 7/24/19	7/5/12
1051	Seventh Landing	13	12	Fixed	every 2 years	9/10/19	Next Site Visit in 2021	-	No Findings. Certificate for elevator 9/30/19	No file review findings; No report findings.	4/3/19
947	Sibley Park Apartments	114	25	Floating	annual	9/11/19	Scheduled after May 31	5	No Findings.	No file review findings. Corrected CHART received 9/16/19	10/31/19
1696	Terraces (Wabasha/McLean)	35	17	Fixed	annual	6/5/19	Scheduled after May 31	4	No Findings.	No file review findings Corrected CHART received 7/18/19.	4/6/18
2138	Thomas Avenue Flats	51	7	Fixed	every 3 years	POA started 7/23/19	5/6/20	4	Physical inspections postponed due to COVID-19	Corrections for file review findings and corrected CHART received 6/8/20	4/22/20
1744	West Side Flats	178	17	Fixed	annual	9/11/19	Scheduled after May 31	5	No Findings	No file review findings; No report findings.	10/31/19
1914	Western U Plaza	60	2	Fixed	annual	7/10/19	Scheduled after May 31	2	5 Unit, 1 Common Area, and 1 Building Systems Findings; All corrected work orders received 9/14/18.	No file review findings; No report findings.	
1196	Wilkins Townhomes	23	3	Fixed	every 2 years	7/29/19	Next Site Visit in 2021	3	No Findings	Corrections for file review findings and corrected CHART received 9/17/19	11/6/14
1526	Winnipeg Apartments	56	5	Floating	annual	5/14/19	Scheduled after May 31	4	1 Unit and 1 Common Area Findings; Completed work orders received 6/18/19.	No file review findings; No report findings.	5/19/16
1399	YWCA-Grotto	8	2	Floating	every 2 years	5/16/19	Next Site Visit in 2021	2	1 Building Systems Finding. Completed work order received on 6/11/19.	No file review findings; No report findings.	10/31/17
1285	YWCA-Oxford	12	12	Fixed	every 2 years	5/16/19	Next Site Visit in 2021	4	3 Unit and 1 Building Systems Findings; Completed work orders received 6/11/19.	Corrections for file review findings and corrected CHART received on 6/11/19.	10/31/17
1105	YWCA-Supp Lexington	18	3	Fixed	every 2 years	5/16/19	Next Site Visit in 2021	3	3 Unit & 1 Common Area Findings. Completed work orders received on 6/11/19.	No file review findings; Corrected CHART received on 6/11/19.	10/31/17

ATTACHMENT D



## **ATTACHMENT E**

### **CITY OF SAINT PAUL CITIZEN PARTICIPATION PROCESS FOR THE 2018 AND 2019 ANNUAL ACTION PLANS**

**Revised May 2020**

The Annual Action Plan is a tool which guides the City of Saint Paul's use of U.S. Housing and Urban Development (HUD) funds each year. The City has adopted the following process in an effort to encourage citizen participation in the Annual Action Plan process.

The City encourages all citizens to participate in the development of the Annual Action Plan (AAP), selection of projects funded under the AAP, any substantial amendments to the Plan, and evaluation of performance measurements. The City specifically encourages participation by persons of low- to moderate-income residing where federal funding is proposed to be used. Contact with social service agencies, advocacy groups, and neighborhood organizations will be used to reach and solicit participation by these groups. In an effort to maximize outreach, there will be multiple points in the AAP process where participation is encouraged.

The most significant citizen participation related to the annual allocation of Community Development Block Grant (CDBG) funds occurs during the Capital Improvement Budget (CIB) process. The CIB committee is comprised of 18 Saint Paul residents representing each of the Minnesota senate districts located in Saint Paul. These residents are charged with hearing project proposal presentations, scoring projects, and offering comments. A public hearing is held during the CIB funding cycle to solicit comments regarding funding selection and priorities prior to the Committee making its formal recommendations. The CIB Committee's recommendations are presented to the Mayor and Council and are the basis for the selection of projects and programs funded with CDBG funds. A copy of the recommendation letter from the CIB Committee to the Mayor is included in the Appendix A with the 2018-2019 CIB schedule.

Note: CIB recommendations were based on the City of Saint Paul receiving the same level of funding from HUD in FY 2019-20 that was received in FY2018-19. The City received \$6,293,101 of Community Development Block Grant (CDBG) funding, \$1,938,350 of HOME Investment Partnerships (HOME) funding, and \$566,521 of Emergency Solutions Grant (ESG) funding from HUD in 2019. In addition, the City estimates using \$556,899 in CDBG program income and has \$1,002,342 in HOME program income in-hand. Total HUD resources estimated to be available is \$10,357,213. Should the City receive funding greater or less than the estimated amount, funding for all CDBG, HOME and ESG activities will be reduced or increased in direct proportion to the difference in the actual allocations received from HUD.

In 2017, the City created a Fair Housing Workgroup committed to Affirmatively Furthering Fair Housing (AFFH). This workgroup participates in the regional Fair Housing Implementation Council. A separate public process was conducted in 2017 to adopt the Addendum to the 2014-2019 Regional Analysis of Impediments to Fair Housing (AI Addendum). Written comments were accepted March 1 – April 3, 2017, and several public meetings were held throughout March. Availability and location of the Analysis of Impediments (AI), AI Addendum and AFFH strategic plan on the City's website is included in the Annual Action Plan. A copy of the City's Anti-

## ATTACHMENT E

displacement and Relocation Assistance Plan is provided with the published draft and final Annual Action Plan.

The City will publish the draft Annual Action Plan on the City's website and make copies available at every City branch library. A public notice announcing the availability of the 2019 Action Plan with 30-day comment period along with notice of public hearing will be published in the local paper of general distribution. A notification will go out through the City's Emergency Notification System to every District Council asking for review and comments during the comment period. The notice will include the availability, upon request, of language assistance for citizens with limited English proficiency and/or appropriate aids and services leading to effective communication for qualified persons with disabilities. Such appropriate aids and services include qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments. Any comments received will be incorporated into the Plan. Upon completion of the AAP, it will be submitted to City Council for adoption before it is submitted to HUD.

The City of Saint Paul is responsible for carrying out the development and implementation of the AAP. Any person wishing to file a complaint regarding the Consolidated Plan, Annual Action Plan, amendments, and/or performance report may do so in writing to:

City of Saint Paul  
Planning and Economic Development  
Attn: Beth Ulrich  
1100 City Hall Annex  
25 West Fourth Street  
Saint Paul, MN 55102  
beth.ulrich@ci.stpaul.mn.us

For program year 2019, the City shall respond to the complaint within 15 days of receipt of the complaint or within 5 days if the City is using an expedited process. All complaints and responses will be maintained for at least six (6) years. Accommodations and/or alternative filing methods will be allowed for persons with disabilities.

All records regarding the adopted Consolidated Plan, Annual Action Plan, and Substantial Amendments, along with use of funds and performance measurements are retained for a minimum of six (6) years at the above address. All residents or interested parties will be given reasonable access to these records upon request.

### Substantial Amendments to the Consolidated Plan

In accordance with 24 CFR 91.505, the City of Saint Paul has developed criteria to be used to determine what changes in HUD funding or the City's process of public notification constitutes a substantial amendment, and therefore requires an amendment to the City's Consolidated Plan. These basic criteria, except for the expedited Citizen Participation process, have been incorporated since the City began receiving CDBG program funding, originally included as criteria for amendments to the City's Capital Improvement Budget Program and Process. These criteria



## ATTACHMENT E

were originally more stringent than federal requirements. The PED Grants Management division of the City of Saint Paul has determined that the following actions will be considered substantial amendments to its HUD-funded programs:

- The addition of a project not described in the Consolidated Plan;
- The cancellation of a project described in the Consolidated Plan;
- An increase in the amount to be expended for a project, if the increase is greater than \$50,000 and also exceeds 25 percent of the amount originally appropriated for the project;
- A change in the location of any public improvement or public facility described in the Consolidated Plan;
- A change in any project that will affect a majority of the intended beneficiaries or a majority of the planned activities.
- A change in the Citizen Participation Plan process, in accordance with 24 CFR §91.105(c), to establish expedited procedures to draft, propose, or amended consolidated plans when necessary to expedite or facilitate the use of grant funds as allowed under the CARES Act.

If a substantial amendment is made for program years prior to 2019, the City will follow all applicable HUD rules, as prescribed in the federal regulations. For program year 2019, the City will utilize an expedited procedure to amend consolidated plans when necessary to expedite or facilitate the use of grant funds. When utilizing the expedited procedure, a public notice will be published in the *Pioneer Press*. This public notice will clearly state: that the expedited procedures are being used; shall include reasonable opportunity to comment of no less than five (5) days; provide citizens with access to action plan amendments and/or amended citizen participation plans, as applicable, on the City's website [<https://www.stpaul.gov/conplan>]; and clearly note that comments will be received through e-mail, telephone, or U.S. postal mail post-marked up to the stated date and time in the public notice. The City may also utilize written comments on the substantial amendment which will be reviewed by City staff, the Mayor, and City Council before the decision to implement the amendment is made.

### Public Hearings

If a public hearing is required and if in-person public hearings are not feasible due to health and safety concerns for citizens, virtual public hearings that provide reasonable notification and access for citizens will be held.

## ATTACHMENT E

**Substantial Amendment 1** - CDBG funding moved from Business Activity to Acquisition Activity

**Public Comment Period – December 7, 2019 through January 6, 2020**

No public comments were received.

**Substantial Amendment 2 and 3 (ran simultaneously)** - Incorporated additional criterion to determine what would constitute the need for a Substantial Amendment and the ability to use an expedited public comment period for CARES Act funding; 5 days versus 30 days; amended the existing Citizen Participation Plan and Process.

Incorporated the receipt of CARES Act funding, CDBG-CV1 and ESG-CV1 and request to HUD for use of all waivers allowed under the CARES Act. Also incorporates the waiver for suspension of the HOME program CHDO set-aside requirement of 15% of the City's annual allocation for use with non-CHDO projects; addition of a new project to assist HOME properties still under an affordability period through recapitalization of operating reserves and the corresponding reduction in HOME funding available for projects.

**Public Comment Period – May 16 through May 21, 2020**

1. Comfort Dondo, Executive Director, Founder, Phumulani Minnesota African Women Against Violence, via e-mail
  - a. Due to the COVID 19, we have seen a significant increase in survivors and victims of domestic violence facing homelessness due to job losses, and or full capacities in shelter/motel/hotels which some shelters are providing for social distancing purposes.
  - b. We would like to know how we can partner with the State through the ESG grants to better serve our historically marginalized and underserved African Immigrant and refugee community.
  - c. I look forward to working with Ramsey County to keep families, especially those vulnerable and marginalized in these times.
2. Lauren Rimestad, Director of Development and Outreach, Women's Advocates, via e-mail  
Adoption of these measures as part of the ESG-CV allocation process:
  - a. Direct a dedicated portion of ESG-CV funding to organizations who provide domestic violence services. If DHS provides funding to an umbrella entity, such as a locality or Continuum of Care (COC) who will in turn be responsible for funding distribution to direct service provider subgrantees, direct those entities to establish prioritization standards to fund domestic violence service providers.
  - b. Conduct affirmative outreach to, and set standards to prioritize funding for, organizations who have not been prior ESG grantees, including those in rural communities and those who serve historically marginalized communities. If DHS provides funding to an umbrella entity, such as a locality or Continuum of Care (COC) who will be in turn be responsible for funding distribution to direct service provider sub-grantees, direct those entities to conduct similar outreach and funding prioritization.
  - c. Reduce application burdens to make the process more accessible to programs; particularly new grantees, smaller agencies, those in rural areas, and those who serve historically marginalized communities.
  - d. Create policies, and direct other entities who distribute ESG-CV funding to create policies, that accommodate the confidentiality obligations that apply to domestic violence programs under federal statutes, such as the Violence Against Women Act (VAWA), which bar such programs from submitting certain data and participating in the Homeless Management

## ATTACHMENT E

Information System. One approach is processing reporting from domestic service providers through channels such as comparable databases.

- e. Include transitional housing as an eligible activity under the ESG-CV funds in accordance with HUD guidance.
- f. Offer clear guidance that matching requirement is not required and provide support for applicants to apply for both Emergency Shelter and Homelessness Prevention.

3. Abby Guilford, LGSW, Suburban Metro Area Continuum of Care Coordinator, via e-mail  
The HMIS Finance Committee is reaching out today in response to the ESG CARES allocations coming to your jurisdiction this summer. As you are aware, the funding model for HMIS includes 2% of any direct Federal award that requires HMIS data entry and reporting.

4. Terry Forliti, Executive Director, Breaking Free, via e-mail
- a. Direct a dedicated portion of ESG-CV to providers of domestic violence services and establish prioritization of standards to fund domestic violence service providers.
  - b. Conduct affirmative outreach to identify organization that have not received ESG funding in the past
  - c. Reduce application burdens to allow for more/smaller subgrantees to apply for ESG funding
  - d. Create policies that accommodate the confidentiality obligations associated with domestic violence victims.
  - e. Include transition housing as an eligible activity under ESG-CV.
  - f. Provide clear guidance that matching funds are not required and support applicants to apply for both emergency shelter and homelessness prevention funding.

5. David McCabe, City of Saint Paul, SPPD / BOD, Women's Advocates  
Domestic Violence shelters should be a funding priority

All comments were considered.

### **Substantial Amendment 4 – Notice of receipt of CARES Act funding – ESG-CV2. Public Comment Period – June 20, 2020 through 25, 2020**

No public comments were received.

**Substantial Amendment 5 – Notice of CARES Act waiver to increase the City's HOME administration and planning cap from 10% of its annual allocation to 25% and the reduction in HOME funding available for project development.**

### **Public Comment Period – October 18, 2020 through October 22, 2020**

10.19.20 Caty Royce, Frogtown Neighborhood Association, via e-mail

- a. Asked for clarification – Is this taking funds originally dedicated to actual construction of “affordable housing” to the city's administrative costs?
- b. City staff confirmed it was transferring HOME funding from housing construction to administration and that this was allowed under CARES Act HOME program waivers. Citizen was provided a copy of the applicable CARES Act waiver.
- c. Ms. Royce responded, “Anything is allowed by HUD right now, that doesn't mean its the right or best thing to do.”

## ATTACHMENT E

- d. Requested additional information on the City's Citizen Participation Process and was provided with a copy of the City's Citizen Participation Plan.

All comments were considered.

**Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2019 (June 1, 2019 – May 31, 2020)**  
**Public Comment Period – November 2, 2020 through November 17, 2020**

**10.30.20 Jim Erchul, Executive Director, Dayton's Bluff Neighborhood Association, via e-mail**

I noticed in the Consolidated Plan update that it is mentioned City only gets approximately 1/3 of the funds it received in 1975 (or something like this). I believe this gives a very inaccurate picture of what has really happened. This is the case only if the 1975 number isn't adjusted for inflation. I did this calculation a few years back, and if I remember correctly, the peak year number adjusted for inflation in today's dollars was something like \$50,000,000 +. I recommend City staff do this calculation so a more accurate picture of how the federal government has pulled back on its support for community development, through the CDBG program, is presented to the general public interested in the CDBG program. In my opinion it is shameful.

All comments were considered.

**Public Hearing - Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2019 (June 1, 2019 – May 31, 2020)**  
**November 10, 2020 – Virtual Meeting via Skype – 2:00 p.m.**

No comments were received.

**Substantial Amendment 6 – Notice of receipt of CARES Act funding – CDBG-CV3 and City allocation of all CARES Act funding.**  
**Public Comment Period – November 14, 2020 through November 19, 2020**

No comments were received.

**ATTACHMENT E  
AFFIDAVIT OF PUBLICATION**

**STATE OF MINNESOTA**

**COUNTY OF RAMSEY**

**True Lee**, being duly sworn on oath, says: that she is, and during all times herein state has been, Sales Assistant of Northwest Publication, LLC., Publisher of the newspaper known as the Saint Paul Pioneer Press, a newspaper of General circulation within the City of St Paul and the surrounding Counties of Minnesota and Wisconsin including Ramsey and Kanabec.

That the notice hereto attached was cut from the columns of said newspaper and was printed and published therein on the following date(s):  
**Monday, November 2, 2020**

Newspaper Ref./Ad Number#: **71462014**

Client/Advertiser: **City of St. Paul**

  
True Lee (Nov 4, 2020 11:36 CST)

Nov 4, 2020

**AFFIANT SIGNATURE**

Subscribed and sworn to before me this  
**4th Day of November 2020**

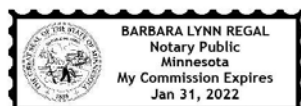
**Barbara Lynn Regal**

  
Barb Regal (Nov 4, 2020 11:47 CST)

**NOTARY PUBLIC**

**Washington County, MN**

**My commission expires January 31, 2022**



**CITY OF SAINT PAUL, MN  
CONSOLIDATED ANNUAL PERFORMANCE &  
EVALUATION REPORT**

In accordance with the Housing and Community Development Act of 1974, as amended, the City of Saint Paul is preparing its Program Year 2019-20 Consolidated Annual Performance and Evaluation Report (CAPER) for submission to the United States Department of Housing & Urban Development (HUD). The CAPER is a report which details the City's use of Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) funds during the past program year, which ended May 31, 2020.

The 2019 CAPER is available for review during a public comment period that runs November 2-17, 2020, on the City's website at: [www.stpaul.gov/CAPER](http://www.stpaul.gov/CAPER). A Public Hearing on the CAPER will be held at 2:00 P.M. on Tuesday, November 10, 2020, the public may comment on the CAPER by attending a virtual Skype meeting using any of the following phone numbers: (651) 267-3988 / (651) 266-5758 / (651) 266-5767, Conference ID: 73621238. City will submit its program year 2019 CAPER to HUD no later than November 27, 2020.

Comments may be submitted to Julie Hostak, Grants Specialist: [Julie.Hostak@ci.stpaul.mn.us](mailto:Julie.Hostak@ci.stpaul.mn.us) or (651) 266-8545. The mailing address is Julie Hostak, PED Grants Management, 1100 City Hall Annex, 25 West 4th Street, Saint Paul, MN 55102. Any persons needing special accommodations should call Ms. Hostak at the number listed above at least one week prior to the hearing.

Espanol: Atencion. Si desea recibir asistencia gratuita para traducir esta informacion, llame al (651) 266-6691.

Somali: Ogow. Haddii aad dooneysa in lagaa kaalmeeyo tarjamadda macluumaadkani oo lacag la' aan wac (651) 266-6212.

Hmoob: Ceeb toom. Yog koj xav tau kev pab txhais cov xav na rau koj dawb, hu (651) 266-6592.

In-person meetings, or meetings conducted under Minn. Stat. § 13D.02 for the City of Saint Paul Department of Planning and Economic Development (PED), are not practical or prudent because of the COVID-19 health pandemic emergency declared under Minn. Stat. Chapter 12 by the Minnesota Governor Tim Walz and Saint Paul Mayor Melvin Carter. In light of the COVID-19 health pandemic, City staff and members of the HRA will participate in City/HRA meetings by telephone or other electronic means.

Public attendance at PED's regular meeting location is not feasible due to the COVID-19 health pandemic. Members of the public may still provide public comment on the City's CAPER via call-in at the numbers listed above, voice mail, via e-mail, or U.S. Postal Service mail. Public comments submitted through emails, phone calls and voice mails must be received by 5:00 p.m. on November 17, 2020. All public comments received or post-marked by the end of the public comment period, November 17, 2020, will be considered.

## ATTACHMENT E








# City of St Paul\_Affidavit\_11.2.20\_71462014

Final Audit Report


2020-11-04

Created:	2020-11-04
By:	Barb Regal (bregal@pioneerpress.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYy6QRfCWw7PaOZHWhnmn6uo93WsdRbPx

## "City of St Paul\_Affidavit\_11.2.20\_71462014" History

-  Document created by Barb Regal (bregal@pioneerpress.com)  
2020-11-04 - 5:33:47 PM GMT- IP address: 4.30.115.244
-  Document emailed to True Lee (tlee@pioneerpress.com) for signature  
2020-11-04 - 5:34:31 PM GMT
-  Email viewed by True Lee (tlee@pioneerpress.com)  
2020-11-04 - 5:35:49 PM GMT- IP address: 107.77.209.4
-  Document e-signed by True Lee (tlee@pioneerpress.com)  
Signature Date: 2020-11-04 - 5:36:28 PM GMT - Time Source: server- IP address: 107.77.209.4
-  Document emailed to Barb Regal (bregal@pioneerpress.com) for signature  
2020-11-04 - 5:36:29 PM GMT
-  Document e-signed by Barb Regal (bregal@pioneerpress.com)  
Signature Date: 2020-11-04 - 5:47:17 PM GMT - Time Source: server- IP address: 4.30.115.244
-  Agreement completed.  
2020-11-04 - 5:47:17 PM GMT

# ATTACHMENT F

	Office of Community Planning and Development	DATE:	10-22-20
	U.S. Department of Housing and Urban Development	TIME:	14:12
	Integrated Disbursement and Information System	PAGE:	1
	PR26 - CDBG Financial Summary Report		
	Program Year 2019		
	ST. PAUL , MN		

## PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	9,209,807.57
02 ENTITLEMENT GRANT	6,764,245.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	1,459,763.59
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	1,154.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	17,434,970.16

## PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	6,583,431.25
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	6,583,431.25
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	676,630.48
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)	7,260,061.73
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	10,174,908.43

## 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	1,699,270.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	4,642,403.56
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	6,341,673.56
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	96.33%

## LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2017 PY: 2018 PY: 2019
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	24,156,590.67
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	21,656,181.62
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	89.65%

## PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	742,695.66
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	520,305.89
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	201,168.55
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	1,061,833.00
32 ENTITLEMENT GRANT	6,764,245.00
33 PRIOR YEAR PROGRAM INCOME	2,081,102.41
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	8,845,347.41
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	12.00%

## PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	676,630.48
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	2,747,391.45
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	1,940,554.93
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	1,483,467.00
42 ENTITLEMENT GRANT	6,764,245.00
43 CURRENT YEAR PROGRAM INCOME	1,459,763.59
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	8,224,008.59
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	18.04%

# ATTACHMENT F

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

Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	1	2278	Wilkins Townhomes	01	LMH	\$1,300,000.00
				<b>01</b>	<b>Matrix Code</b>	<b>\$1,300,000.00</b>
2019	6	2127	Bates Avenue Storm Water Management	03J	LMH	\$149,270.00
				<b>03J</b>	<b>Matrix Code</b>	<b>\$149,270.00</b>
2018	6	2234	701 Central Ave W (Community Plaza)	14B	LMH	\$250,000.00
				<b>14B</b>	<b>Matrix Code</b>	<b>\$250,000.00</b>
<b>Total</b>						<b>\$1,699,270.00</b>

## 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
2018	8	2195	6364678	800 Robert	01	LMH	\$10,823.48
					<b>01</b>	<b>Matrix Code 01</b>	<b>\$10,823.48</b>
2017	8	2141	6319597	Ain Dah Yung	03C	LMC	\$66,827.06
					<b>03C</b>	<b>Matrix Code 03C</b>	<b>\$66,827.06</b>
2018	10	2161	6319597	Western Sculpture Park Play Area	03F	LMA	\$56,046.50
2018	10	2161	6364678	Western Sculpture Park Play Area	03F	LMA	\$4,357.50
2018	11	2149	6319597	Eastview Play Area	03F	LMA	\$25,213.50
					<b>03F</b>	<b>Matrix Code 03F</b>	<b>\$85,617.50</b>
2018	15	2225	6350361	Norton Storm Water Management	03I	LMA	\$1,880.20
					<b>03I</b>	<b>Matrix Code 03I</b>	<b>\$1,880.20</b>
2019	3	2277	6364678	Winter Safe Space 2019	03T	LMC	\$40,000.00
					<b>03T</b>	<b>Matrix Code 03T</b>	<b>\$40,000.00</b>
2019	3	2243	6364678	2019 Block Nurse	05A	LMC	\$83,000.00
					<b>05A</b>	<b>Matrix Code 05A</b>	<b>\$83,000.00</b>
2018	3	2183	6298165	2018 Pre-Court Diversion	05D	LMC	\$27,079.70
					<b>05D</b>	<b>Matrix Code 05D</b>	<b>\$27,079.70</b>
2018	3	2182	6319597	2018 St Paul Domestic Intervention Project	05G	LMC	\$16,912.25
					<b>05G</b>	<b>Matrix Code 05G</b>	<b>\$16,912.25</b>
2018	5	2145	6355272	2018 Capitol City Youth Employment	05H	LMC	\$28,663.00
2019	5	2244	6355272	2019 Capitol City Youth Employment	05H	LMC	\$371,000.00
					<b>05H</b>	<b>Matrix Code 05H</b>	<b>\$399,663.00</b>
2018	4	2212	6298165	District 1 Community Engagement	05I	LMA	\$3,335.75
2018	4	2213	6298165	District 2 Community Engagement	05I	LMA	\$5,152.89
2018	4	2214	6298165	District 3 Community Engagement	05I	LMA	\$6,130.59
2018	4	2214	6334470	District 3 Community Engagement	05I	LMA	\$1.38
2018	4	2215	6298165	District 4 Community Engagement	05I	LMA	\$26,665.48
2018	4	2215	6319597	District 4 Community Engagement	05I	LMA	\$8,334.52
2018	4	2217	6298165	District 6 Community Engagement	05I	LMA	\$10,205.60
2018	4	2217	6319597	District 6 Community Engagement	05I	LMA	\$2,899.57
2018	4	2218	6319597	District 7 Community Engagement	05I	LMA	\$31,869.85
2018	4	2218	6350361	District 7 Community Engagement	05I	LMA	\$3,130.15
2018	4	2219	6319597	District 8 Community Engagement	05I	LMA	\$18,033.84
2018	4	2219	6334470	District 8 Community Engagement	05I	LMA	\$16,746.94
2018	4	2220	6319597	District 11 Community Engagement	05I	LMA	\$1,347.52
2018	4	2221	6298165	District 17 Community Engagement	05I	LMA	\$5,373.00
2018	4	2221	6319597	District 17 Community Engagement	05I	LMA	\$6,261.64
2018	4	2221	6334470	District 17 Community Engagement	05I	LMA	\$7,015.41
2018	4	2221	6350361	District 17 Community Engagement	05I	LMA	\$4,453.25
2019	4	2270	6364678	District 5 Community Engagement	05I	LMA	\$19,083.33
					<b>05I</b>	<b>Matrix Code 05I</b>	<b>\$176,040.71</b>



# ATTACHMENT F

2017	6	2203	6364678	621-629 Minnehaha	12	LMH	\$20,840.04
2018	8	2196	6364678	0 Rivoli (322922220069)	12	LMH	\$33,052.79
2018	8	2197	6364678	0 Rivoli (322922220070)	12	LMH	\$33,052.79
2018	8	2198	6364678	0 Otsego (322922220049)	12	LMH	\$33,052.79
2018	8	2199	6364678	0 Otsego (322922220050)	12	LMH	\$33,052.79
2018	8	2206	6364678	716 Desoto	12	LMH	\$31,738.98
2018	8	2207	6364678	686 Burr	12	LMH	\$30,772.17
2019	8	2290	6364678	686 York	12	LMH	\$21,582.54
					<b>12</b>	<b>Matrix Code 12</b>	<b>\$237,144.89</b>
2013	7	2011	6298165	Neighborworks St Paul Home Improvement	14A	LMH	\$12,002.23
2013	7	2012	6380983	NENDC Home Improvement Plus	14A	LMH	\$6,066.07
2013	7	2012	6398480	NENDC Home Improvement Plus	14A	LMH	\$7,059.60
2017	7	2073	6319597	Neighborworks Facelift and Emergency Fund	14A	LMH	\$84,488.81
2017	7	2073	6334470	Neighborworks Facelift and Emergency Fund	14A	LMH	\$3,983.59
2017	7	2073	6380983	Neighborworks Facelift and Emergency Fund	14A	LMH	\$4,681.00
2017	7	2076	6319597	NeighborWorks St Paul Home improvement	14A	LMH	\$100,532.34
2017	7	2076	6380983	NeighborWorks St Paul Home improvement	14A	LMH	\$27,923.19
2017	7	2087	6319597	Neighborworks Green Line HIP RLF	14A	LMH	\$59,178.24
2017	7	2087	6380983	Neighborworks Green Line HIP RLF	14A	LMH	\$380.62
2018	7	2137	6357301	69 Garfield	14A	LMH	\$212.95
2018	7	2137	6364678	69 Garfield	14A	LMH	\$4,186.34
2018	7	2146	6279008	2018 Citywide Homeowner Rehab Program	14A	LMH	\$90,631.88
2018	7	2146	6298165	2018 Citywide Homeowner Rehab Program	14A	LMH	\$114,382.59
2018	7	2146	6319597	2018 Citywide Homeowner Rehab Program	14A	LMH	\$70,667.00
2018	7	2146	6334470	2018 Citywide Homeowner Rehab Program	14A	LMH	\$105,923.00
2018	7	2146	6350361	2018 Citywide Homeowner Rehab Program	14A	LMH	\$112,607.50
2018	7	2146	6352070	2018 Citywide Homeowner Rehab Program	14A	LMH	\$23,117.50
2018	7	2146	6364678	2018 Citywide Homeowner Rehab Program	14A	LMH	\$83,088.00
2018	7	2148	6319597	East Side Revolving Loan Fund	14A	LMH	\$4,377.57
2018	7	2148	6380983	East Side Revolving Loan Fund	14A	LMH	\$172,928.46
2018	7	2154	6334470	Neighborworks North End Revitalization Fund	14A	LMH	\$63,932.56
2018	7	2154	6350361	Neighborworks North End Revitalization Fund	14A	LMH	\$13,129.00
2018	7	2154	6352070	Neighborworks North End Revitalization Fund	14A	LMH	\$52,425.00
2018	7	2154	6357301	Neighborworks North End Revitalization Fund	14A	LMH	\$12,485.00
2018	7	2154	6364678	Neighborworks North End Revitalization Fund	14A	LMH	\$53,503.44
2018	7	2155	6319597	Neighborworks St Paul Green Line HIP	14A	LMH	\$17,076.19
2018	7	2155	6352070	Neighborworks St Paul Green Line HIP	14A	LMH	\$25,259.31
2018	7	2155	6357301	Neighborworks St Paul Green Line HIP	14A	LMH	\$72,479.99
2018	7	2155	6364678	Neighborworks St Paul Green Line HIP	14A	LMH	\$54,506.54
2018	7	2155	6380983	Neighborworks St Paul Green Line HIP	14A	LMH	\$37,770.22
2018	7	2156	6319597	Neighborworks St Paul HIP	14A	LMH	\$61,455.84
2018	7	2156	6334470	Neighborworks St Paul HIP	14A	LMH	\$13,504.28
2018	7	2156	6350361	Neighborworks St Paul HIP	14A	LMH	\$66,020.90
2018	7	2156	6352070	Neighborworks St Paul HIP	14A	LMH	\$11,424.60
2018	7	2156	6364678	Neighborworks St Paul HIP	14A	LMH	\$22,594.38
2018	7	2156	6380983	Neighborworks St Paul HIP	14A	LMH	\$100,563.62
2018	7	2158	6298165	NENDC Home improvment Plus	14A	LMH	\$7,272.89
2018	7	2158	6319597	NENDC Home improvment Plus	14A	LMH	\$9,147.65
2018	7	2158	6334470	NENDC Home improvment Plus	14A	LMH	\$46,917.76
2018	7	2158	6350361	NENDC Home improvment Plus	14A	LMH	\$12,244.23
2018	7	2158	6352070	NENDC Home improvment Plus	14A	LMH	\$16,001.18
2018	7	2158	6364678	NENDC Home improvment Plus	14A	LMH	\$20,344.30
2018	7	2158	6380983	NENDC Home improvment Plus	14A	LMH	\$119,195.33
2018	7	2229	6350361	Window Replacement and Low Impact	14A	LMH	\$88,791.00
2018	7	2229	6364678	Window Replacement and Low Impact	14A	LMH	\$1,209.00
2019	7	2223	6298165	1295 Galtier	14A	LMH	\$2,532.20
2019	7	2223	6364678	1295 Galtier	14A	LMH	\$5,053.80
2019	7	2224	6319597	1883 Nevada	14A	LMH	\$35.26
2019	7	2224	6364678	1883 Nevada	14A	LMH	\$5,142.19
2019	7	2230	6298165	1178 Larpenteur Ave E	14A	LMH	\$92.00
2019	7	2246	6334470	2019 East Side Revolving Loan Fund	14A	LMH	\$30,555.85
2019	7	2246	6350361	2019 East Side Revolving Loan Fund	14A	LMH	\$82,505.49

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2019	7	2246	6357301	2019 East Side Revolving Loan Fund	14A	LMH	\$87,614.78
2019	7	2246	6364678	2019 East Side Revolving Loan Fund	14A	LMH	\$63,966.36
2019	7	2246	6380983	2019 East Side Revolving Loan Fund	14A	LMH	\$254,757.96
2019	7	2251	6364678	Neighborworks North End Revitalization Fund	14A	LMH	\$3,960.16
2019	7	2252	6364678	Neighborworks Green Line 2019	14A	LMH	\$17,245.63
2019	7	2252	6380983	Neighborworks Green Line 2019	14A	LMH	\$1,103.50
2019	7	2253	6364678	Neighborworks St Paul Home Improvement	14A	LMH	\$13,784.32
2019	7	2253	6380983	Neighborworks St Paul Home Improvement	14A	LMH	\$30,521.63
2019	7	2255	6364678	NENDC Home Improvement Plus 2019	14A	LMH	\$4,246.35
2019	7	2286	6364678	Ramsey County Lead Hazard Control	14A	LMH	\$20,170.00
					<b>14A</b>	<b>Matrix Code 14A</b>	<b>\$2,710,960.17</b>
2017	9	2063	6298165	823 University (Ala Francaise)	14E	LMA	\$3,100.00
2017	9	2063	6319597	823 University (Ala Francaise)	14E	LMA	\$29,321.63
2017	9	2063	6321005	823 University (Ala Francaise)	14E	LMA	\$4,696.20
2017	9	2085	6298165	HSP Restore Saint Paul Commercial Facade	14E	LMJ	\$2,570.37
2017	9	2085	6319597	HSP Restore Saint Paul Commercial Facade	14E	LMJ	\$1,112.71
2017	9	2085	6334470	HSP Restore Saint Paul Commercial Facade	14E	LMJ	\$2,578.11
2017	9	2085	6380983	HSP Restore Saint Paul Commercial Facade	14E	LMJ	\$1,366.84
2018	9	2150	6298165	ESNDC District del Sol Rejuvenation	14E	LMJ	\$2,860.00
2018	9	2150	6319597	ESNDC District del Sol Rejuvenation	14E	LMJ	\$4,356.00
2018	9	2150	6350361	ESNDC District del Sol Rejuvenation	14E	LMJ	\$1,000.00
2018	9	2150	6364678	ESNDC District del Sol Rejuvenation	14E	LMJ	\$1,704.00
2018	9	2151	6298165	ESNDC North End Economic Development	14E	LMJ	\$1,364.00
2018	9	2151	6319597	ESNDC North End Economic Development	14E	LMJ	\$1,628.00
2018	9	2151	6350361	ESNDC North End Economic Development	14E	LMJ	\$760.00
2018	9	2151	6364678	ESNDC North End Economic Development	14E	LMJ	\$818.00
2018	9	2152	6334470	ESNDC Business Investment Fund	14E	LMJ	\$2,332.00
2018	9	2152	6350361	ESNDC Business Investment Fund	14E	LMJ	\$3,574.00
2018	9	2152	6364678	ESNDC Business Investment Fund	14E	LMJ	\$4,687.00
2018	9	2178	6298165	798 E 7th St (Manana Restaurant)	14E	LMJ	\$850.00
2018	9	2178	6319597	798 E 7th St (Manana Restaurant)	14E	LMJ	\$27,583.50
2018	9	2178	6334470	798 E 7th St (Manana Restaurant)	14E	LMJ	\$537.20
2018	9	2185	6298165	200 Cesar Chavez (Novedades Lupits)	14E	LMA	\$24,216.00
2018	9	2185	6319597	200 Cesar Chavez (Novedades Lupits)	14E	LMA	\$4,906.00
2018	9	2231	6298165	1315 Rice St (Assafo African Market)	14E	LMA	\$3,397.50
2018	9	2231	6319597	1315 Rice St (Assafo African Market)	14E	LMA	\$3,722.67
2018	9	2231	6364678	1315 Rice St (Assafo African Market)	14E	LMA	\$1,443.36
2018	9	2232	6298165	1319 Rice (Mini Market)	14E	LMA	\$3,487.50
2018	9	2232	6319597	1319 Rice (Mini Market)	14E	LMA	\$4,091.17
2018	9	2232	6364678	1319 Rice (Mini Market)	14E	LMA	\$1,857.80
2019	9	2227	6298165	949 W 7th (Joe & Stan's)	14E	LMA	\$14,886.71
2019	9	2227	6334470	949 W 7th (Joe & Stan's)	14E	LMA	\$16,946.31
2019	9	2228	6298165	411 Wabasha (Rodriguez Auto Service)	14E	LMA	\$5,000.00
2019	9	2228	6319597	411 Wabasha (Rodriguez Auto Service)	14E	LMA	\$7,000.00
2019	9	2260	6334470	1110 Payne Ave (Cafe Lilla & Jon Ouman)	14E	LMJ	\$30,165.00
2019	9	2260	6350361	1110 Payne Ave (Cafe Lilla & Jon Ouman)	14E	LMJ	\$19,835.00
2019	9	2265	6364678	945D Rice St (Sab Zoo Trading Market)	14E	LMA	\$5,330.00
2019	9	2266	6364678	205 Cesar Chavez (Perez Chiropractic)	14E	LMJ	\$15,000.00
2019	9	2287	6364678	Twin Cities Catalyst Music	14E	LMJ	\$59,684.00
					<b>14E</b>	<b>Matrix Code 14E</b>	<b>\$319,768.58</b>
2018	7	2160	6298165	Rehabilitation Administration	14H	LMH	\$139,226.11
2018	7	2160	6319597	Rehabilitation Administration	14H	LMH	\$44,307.00
2019	10	2257	6319597	Direct Rehabilitation Salaries	14H	LMH	\$75,010.64
2019	10	2257	6334470	Direct Rehabilitation Salaries	14H	LMH	\$62,853.11
2019	10	2257	6350361	Direct Rehabilitation Salaries	14H	LMH	\$57,788.69
2019	10	2257	6364678	Direct Rehabilitation Salaries	14H	LMH	\$86,268.47
					<b>14H</b>	<b>Matrix Code 14H</b>	<b>\$465,454.02</b>
2019	9	2249	6364678	ESNDC Payne Ave Business Inv Fund 2019	18A	LMA	\$1,232.00
					<b>18A</b>	<b>Matrix Code 18A</b>	<b>\$1,232.00</b>
<b>Total</b>							<b>\$4,642,403.56</b>

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## 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
2019	3	2277	6364678	Winter Safe Space 2019	03T	LMC	\$40,000.00
					<b>03T</b>	<b>Matrix Code 03T</b>	<b>\$40,000.00</b>
2019	3	2243	6364678	2019 Block Nurse	05A	LMC	\$83,000.00
					<b>05A</b>	<b>Matrix Code 05A</b>	<b>\$83,000.00</b>
2018	3	2183	6298165	2018 Pre-Court Diversion	05D	LMC	\$27,079.70
					<b>05D</b>	<b>Matrix Code 05D</b>	<b>\$27,079.70</b>
2018	3	2182	6319597	2018 St Paul Domestic Intervention Project	05G	LMC	\$16,912.25
					<b>05G</b>	<b>Matrix Code 05G</b>	<b>\$16,912.25</b>
2018	5	2145	6355272	2018 Capitol City Youth Employment	05H	LMC	\$28,663.00
2019	5	2244	6355272	2019 Capitol City Youth Employment	05H	LMC	\$371,000.00
					<b>05H</b>	<b>Matrix Code 05H</b>	<b>\$399,663.00</b>
2018	4	2212	6298165	District 1 Community Engagement	05I	LMA	\$3,335.75
2018	4	2213	6298165	District 2 Community Engagement	05I	LMA	\$5,152.89
2018	4	2214	6298165	District 3 Community Engagement	05I	LMA	\$6,130.59
2018	4	2214	6334470	District 3 Community Engagement	05I	LMA	\$1.38
2018	4	2215	6298165	District 4 Community Engagement	05I	LMA	\$26,665.48
2018	4	2215	6319597	District 4 Community Engagement	05I	LMA	\$8,334.52
2018	4	2217	6298165	District 6 Community Engagement	05I	LMA	\$10,205.60
2018	4	2217	6319597	District 6 Community Engagement	05I	LMA	\$2,899.57
2018	4	2218	6319597	District 7 Community Engagement	05I	LMA	\$31,869.85
2018	4	2218	6350361	District 7 Community Engagement	05I	LMA	\$3,130.15
2018	4	2219	6319597	District 8 Community Engagement	05I	LMA	\$18,033.84
2018	4	2219	6334470	District 8 Community Engagement	05I	LMA	\$16,746.94
2018	4	2220	6319597	District 11 Community Engagement	05I	LMA	\$1,347.52
2018	4	2221	6298165	District 17 Community Engagement	05I	LMA	\$5,373.00
2018	4	2221	6319597	District 17 Community Engagement	05I	LMA	\$6,261.64
2018	4	2221	6334470	District 17 Community Engagement	05I	LMA	\$7,015.41
2018	4	2221	6350361	District 17 Community Engagement	05I	LMA	\$4,453.25
2019	4	2270	6364678	District 5 Community Engagement	05I	LMA	\$19,083.33
					<b>05I</b>	<b>Matrix Code 05I</b>	<b>\$176,040.71</b>
<b>Total</b>							<b>\$742,695.66</b>

## 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
2017	12	2083	6298165	Planning Administration	20		\$43,767.45
2017	12	2083	6319597	Planning Administration	20		\$38,184.12
2017	12	2083	6334470	Planning Administration	20		\$34,852.77
2017	12	2083	6350361	Planning Administration	20		\$31,033.48
2017	12	2083	6364678	Planning Administration	20		\$31,158.90
2018	12	2159	6298165	Planning Administration	20		\$14,408.65
2018	12	2159	6364678	Planning Administration	20		\$36,200.20
					<b>20</b>	<b>Matrix Code 20</b>	<b>\$229,605.57</b>
2017	12	2075	6319597	PED General Administration	21A		\$110,503.33
2017	12	2075	6334470	PED General Administration	21A		\$81,031.75
2017	12	2075	6350361	PED General Administration	21A		\$67,103.12
2017	12	2075	6364678	PED General Administration	21A		\$7,683.01
2018	12	2153	6298165	General Administration	21A		\$39,189.94
2018	12	2153	6364678	General Administration	21A		\$121,513.76
					<b>21A</b>	<b>Matrix Code 21A</b>	<b>\$427,024.91</b>
2019	10	2288	6364678	Fair Housing Implementation	21D		\$20,000.00
					<b>21D</b>	<b>Matrix Code 21D</b>	<b>\$20,000.00</b>
<b>Total</b>							<b>\$676,630.48</b>



## GLOSSARY OF TERMS, ACRONYMS, AND ABBREVIATIONS

**4(d) Affordable Housing Incentive Program** – a program that preserves affordable housing by helping rental building owners obtain property tax reductions if they agree to keep a minimum percentage of their rental units affordable over a specified period of time. The program may also help owners make existing buildings greener through cost sharing for energy efficiency improvements and solar installations.

**ADA – Americans With Disabilities Act** - a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation, and all public and private places that are open to the general public.

**ADU – Accessory Dwelling Unit** – a secondary dwelling unit, subordinate to a principal one-family dwelling, within or attached to a one-family dwelling or in a detached accessory building on the same zoning lot, with the property owner of record occupying either the principal dwelling unit or the accessory dwelling unit as their permanent and principal residence.

**Affordable Housing** – defined as housing where the occupant(s) is/are paying no more than 30% of his/her income for gross housing costs, including utilities.

**Annual Action Plan (AAP)** - annual plans for the period of time covered by the Consolidated Plan (typically three to five years) which provide a concise summary of the actions, activities, and specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified in the Consolidated Plan.

**Assisted Housing** – housing which is subject to restrictions on tenant income and rents because of one or more governmental subsidies.

**AFFH – Affirmatively Furthering Fair Housing** - a legal requirement that federal agencies and federal grantees further the purposes of the Fair Housing Act.

**AI – Analysis of Impediments to Fair Housing** - is a comprehensive review of an Entitlement jurisdiction's laws, regulations, and administrative policies, procedures, and practices how those laws, etc. affect the location, availability, and accessibility of housing, both public and private, and the affect on housing choice for all protected classes.

**ALP – Wilder Assisted Living Program** - brings supportive services to residents who live in two STPHA hi-rises.

**AMI – Area Median Income** - the midpoint of a specific region's income distribution – half of families earn more than the median and half earn less than the median. For housing policy, income thresholds set relative to the area median income — such as 80% of the area median income — identify households eligible to live in income-restricted housing units and the affordability of housing units to low-income households.

## ATTACHMENT G

**CAHS - Coordinated Access to Housing and Shelter** - the process that conducts intake assessments to determine the most appropriate referral for homeless families and individuals seeking emergency shelter.

**CARES Act** – Coronavirus Aid, Relief, and Economic Security Act economic relief package provides fast and direct economic assistance for American workers, families, and small businesses, and preserve jobs for our American industries. Through supplemental funding for HUD Community Planning and Development programs, Community Development Block Grants (CDBG); HOME Investment Partnerships (HOME); Emergency Solutions Grants (ESG); and suspensions and waivers to provide maximum administrative flexibility, states and local jurisdictions can better assist low- and very low-income households as they deal with the effects of the COVID-19 pandemic.

**CDBG - Community Development Block Grant** - an annual entitlement grant of federal dollars, from HUD to the City of Saint Paul, used to fund activities that primarily benefit low/moderate-income citizens.

**CDC – Community Development Corporation** - a nonprofit, community-based organizations focused on revitalizing the areas in which they are located, typically low-income, underserved neighborhoods that have experienced significant disinvestment.

**CFR – Code of Federal Regulations** – Federal regulations; HUD regulations are at 24 CFR.

**CHSP - Congregate Housing Services Program** - develops individualized services for elderly or disabled STPHA residents to maintain his/her independence.

**Conduit Revenue Bonds** – are tax-exempt revenue bonds issued by the HRA and are used for not-for-profit organization capital improvement projects.

**Consolidated Plan (Con Plan)** – a required strategic plan for any local unit of government receiving HUD funds which requires the jurisdiction to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions.

**CoC - Continuum of Care** - a comprehensive system designed to move individuals and families from homelessness to permanent housing by providing specialized assistance (e.g., job training, psychological counseling, budget counseling, education, etc.).

**CROP – Community Resource Outreach Project** - weekly outreach at the City's Central and Rondo Community Libraries to provide referrals to community services and resources.

**CVZ – Commercial Vitality Zone** - invests in neighborhood commercial districts to promote city-wide vitality, growth, and equity. Project areas are catalytic – projects leverage other investments and opportunity to build off existing plans; are targeted toward areas of concentrated poverty and/or where 50% or more of residents are people of color (ACP or ACP50); increase vitality, strengthen commercial areas and make them more vibrant; and funded projects will grow the tax base.

## ATTACHMENT G

**CWRC – Citywide Resident Council** – its purpose is to advocate for residents before STPHA and other agencies; evaluate physical and social conditions at respective developments or buildings; encourage programs and activities designed to promote leadership, self-sufficiency, safety, and education; and encourage good working relationships between residents and STPHA staff.

**DOL – Department of Labor** - a department of the U.S. federal government responsible for occupational safety, wage and hour standards, unemployment insurance benefits, reemployment services, and some economic statistics. The purpose is to foster, promote, and develop the wellbeing of wage earners, job seekers, and retirees; improve working conditions; advance opportunities for profitable employment; and assure work-related benefits and rights.

**DSI – Department of Safety and Inspections** – a City Department whose mission is to preserve and improve the quality of life in Saint Paul by protecting and promoting public health and safety for all through code compliance; building, property, and fire inspections; permits; zoning compliance; dog licensing, among other things.

**EEOC – Equal Employment Opportunity Commission** - a federal agency that administers and enforces civil rights laws against workplace discrimination. The EEOC investigates discrimination complaints based on an individual's race, children, national origin, religion, sex, age, disability, sexual orientation, gender identity, genetic information, and retaliation for reporting, participating in, and/or opposing a discriminatory practice.

**Elderly** – a person who is at least 62 years of age and older (applies to housing activities). A person who is at least 60 years of age and older (applies to non-housing Community Development Block Grant activities).

**Emergency Shelter** – any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless in general or specific segments of the homeless population.

**Entitlement Community** – a community that receives funding directly from HUD and develops its own programs and funding priorities, for example, the City of Saint Paul.

**ESG – Emergency Solutions Grant** - provides funding to assist homeless individuals/families or prevent individual/families from becoming homeless.

**Extremely Low-Income** – persons/households whose income falls below 30% of the area median income.

**FHPAP – Family Homeless Prevention and Assistance** – a program which provides grants to encourage and support innovation at the county or regional level by establishing a comprehensive service system, including prevention services, for families, single adults, and youth who are homeless or at risk of becoming homeless.

**FHEO – Fair Housing and Equal Opportunity** - an agency within the U.S. Department of Housing and Urban Development. FHEO is responsible for administering and

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enforcing federal fair housing laws and establishing policies that make sure all Americans have equal access to the housing of their choice.

**FHIC – Fair Housing Implementation Council** - a collaboration of local and county governments that recognize a regional approach is necessary to effectively eliminate impediments to fair housing and promote fair housing opportunities. The collaboration consists of: Saint Paul, the counties of Anoka, Dakota, Hennepin, and Washington; the Metro HRA (Metropolitan Council); the Community Development Agencies of Scott and Carver Counties; and the cities of Bloomington, Eden Prairie, Minneapolis, Minnetonka, Plymouth, Coon Rapids, and Woodbury.

**FSS – Family Self-Sufficiency Program** – designed to enable families to improve their education and employment status and thereby achieve a great measure of economic independence self-sufficiency.

**HAP – Housing Assistance Program** – provides housing assistance for households under the Section 8 voucher program.

**HCV - Housing Choice Voucher** – the federal government's largest program for assisting very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market. The eligible renter pays no more than 30% of adjusted income toward rent and utilities, and the balance of the rent is paid by the public housing agency. Housing assistance is provided on behalf of the participant who are then able to find their own housing, including single-family homes, townhouses, and apartments. The participant is free to choose any housing that meets the requirements of the program and is not limited to units located in subsidized housing projects. The program is administered locally by public housing agencies.

**HMIS – Homeless Management Information System** - a database to combine data on homeless populations served within a specific geographic area (e.g., St. Paul, Ramsey County).

**HOA – Home Ownership Alliance** - a statewide collaboration to eliminate Minnesota's homeownership gap.

**HOME Program – The HOME Investment Partnerships Program** - provides formula funding, from HUD to the City of Saint Paul, for a wide range of affordable housing activities for low-income people which can include rental, homeownership, and rehabilitation of existing housing.

**Household** – one or more persons occupying a given housing unit (Census Bureau). Occupants may be a single family, one person living alone, two or more families living together, or any other group of related or unrelated persons who share living arrangements.

**Household Income** – the total income for all persons who occupy a housing unit.

**HRA – Housing and Redevelopment Authority** - a City of Saint Paul public entity which undertakes housing, commercial and business development activities. The HRA



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authorizes the acquisition of real estate, housing and commercial loans and grants, and the issuance of bonds.

**HTF – Housing Trust Fund** - an affordable housing production program that complements existing Federal, state and local efforts to increase and preserve the supply of decent, safe, and sanitary affordable housing for extremely low- and very low-income households and may include homeless families. HTF funds are typically used for the production or preservation of affordable housing through the acquisition, new construction, reconstruction, and/or rehabilitation of non-luxury housing with suitable amenities.

**HREEO - Human Rights and Equal Employment Opportunity** - a department at the City of Saint Paul serves to improve the inclusive contracting practices and workforce development strategies of the City.

**HUD – United States Department of Housing and Urban Development** - the federal agency from which the City receives its CDBG, HOME program, and ESG funding.

**IDIS – Integrated Disbursement and Information System** - a nationwide database that provides HUD with current information on the status of HUD-funded activities.

**Inclusionary Zoning** - an affordable housing tool that links the production of affordable housing to the production of market-rate housing. It either requires or encourages new residential developments to make a certain percentage of the housing units affordable to low- or moderate- income residents.

**Inspiring Communities** - a City of Saint Paul housing redevelopment strategy providing focused investment in neighborhoods most impacted by foreclosure and vacancy. The program funds assist developers with development gap financing for construction of new housing on vacant lots or rehabilitation of vacant structures.

**LIHTC – Low-Income Housing Tax Credits** - a program provides tax incentives, written into the Internal Revenue Code, to encourage developers to create affordable housing. These tax credits are provided to each State based on population and are distributed to the State's designated tax credit allocating agency. In turn, these agencies distribute the tax credits based on the State's affordable housing needs with broad outlines of program requirements from the federal government. Tax credit subsidies provide a moderate level of affordability through rent restrictions. Tax credits may be combined with additional sources of federal or state funding

**LBP – Lead-Based Paint.**

**LEP – Limited English Proficiency** - individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English.

**LMI (or low/mod)** – Low- and/or Moderate-Income – generally refers to individuals and/or households with incomes at or below 80% of area median income.

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**Low-Income** – households/persons whose income is at or below 50% of the area median income.

**MACPD – Mayor’s Advisory Committee – People with Disabilities** - advises and makes recommendations to the Mayor and City Council regarding problems, issues, and opportunities facing people with disabilities and specifically focused on issues related to employment, public education, and accessibility.

**MAC-V – Minnesota Assistance Council for Veterans** - directly helps veterans and their families affected by homelessness or those in danger of becoming homeless.

**Mainstream Program – Mainstream Housing Opportunities for Persons with Disabilities** - provides vouchers to through Public Housing Agencies that enable persons with disabilities (elderly or non-elderly) to access affordable private housing of their choice. Also assists PHAs and nonprofit disability organizations in providing housing choice vouchers (HCVs) for any group identified in a community as having the worst housing need, i.e., very low-income persons with a disability.

**MBE – Minority-owned Business Enterprise** - business owned by at least 51% minority individuals.

**MESH – Minnesota Engagement on Shelter and Housing** - helps regions, communities, and organizations develop strategic and customized solutions for ending homelessness, based on national best practices.

**MHFA – Minnesota Housing Finance Agency** (a.k.a. Minnesota Housing or MN Housing) - the state’s housing finance agency that provides access to safe, decent and affordable housing and to build stronger communities across the state by providing funding for homebuyers.

**MHU – Mental Health Unit** - Specialized SPPD officers who conduct proactive and reactive services citywide in an effort to connect citizens in need of mental health services with available community resources.

**MNHOC – Minnesota Homeownership Center** - provides homebuyer services through classes and one-on-one counseling, and helps homeowners facing foreclosure stay in their homes.

**Moderate-Income** – households/persons whose income is from 51% and 80% of the area median income.

**Multifamily Housing** – A building with 4 or more residential units, including apartments, condominiums. Multifamily units are generally attached and share a common lot. Housing type should not be confused with ownership; multi-family units may be owner-occupied or renter-occupied.

**NOAH – Naturally Occurring Affordable Housing** - refers to residential rental properties that maintain low rents without federal subsidy. It is the most common affordable housing in the U.S.

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**OFE – Office of Financial Empowerment** - seeks to directly address the root causes of poverty and inequity in Saint Paul. Creation of the OFE will connect low-income residents to financial education and counseling, help them establish savings and build credit, and provide them with tools to achieve financial stability.

**OZ – Opportunity Zones** - a new community development program established by Congress in the Tax Cut and Jobs Act of 2017 to encourage long-term investments in low-income and urban communities nationwide.

**PBV – Project Based Voucher** - helps pay for rent in privately owned rental housing, but only in specific privately-owned buildings or units (see PBRA). The voucher holder does not get to choose the unit as is done with an HCV.

**PHA** – Saint Paul Public Housing Agency.

**PI – Program Income** - income directly generated from a CDBG or HOME program funded activity (e.g., loan repayments).

**PIT – Point-In-Time Count** – a count of all sheltered and unsheltered people in a specific community. Outreach workers and volunteers canvas a community to count the people who appear to be living in places not meant for human habitation. During a PIT count, communities identify whether a person is an individual, a member of a family unit, or an unaccompanied youth. In addition, communities also identify if a person is chronically homeless, indicating long-time or repeated homelessness, and if a person has a disability.

**PJ – Participating Jurisdiction** - a state or local government, for example, the City of Saint Paul, designated by HUD to receive funding through the HOME Program.

**POHP – Publicly Owned Housing Program** – Through Minnesota Housing Finance Agency, assistance is provided to PHAs that provide public housing to individuals and families (households with children) to rehabilitate and preserve public housing units.

**PSH - Permanent Supportive Housing** – Housing with supportive services; an intervention that combines affordable housing assistance with voluntary support services to address the needs of chronically homeless people.

**RAB – Resident Advisory Board** - provides the PHA and the residents with a forum for sharing information about the Agency's Annual Plan, developing and/or making any significant modifications or amendment to the plan. PHAs are required to establish one or more RABs as part of the PHA Plan process and is comprised of individuals who reflect and represent the residents assisted by the PHA.

**RAD – Rental Assistance Demonstration Program** - allows public housing agencies (PHAs) and owners of other HUD-assisted properties to convert units from HUD rental assistance to project-based Section 8 contracts. The primary benefit is that properties are able to private sources of capital financing for owners to address deferred maintenance issues.

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**RCCHSD** – Ramsey County Community Human Services Department.

**RRH – Rapid Re-Housing** - an intervention designed to help individuals and families that do not need intensive and ongoing supports to quickly exit homelessness and return to permanent housing.

**RUSH - Re-directing Users of Shelter to Housing** - a group of Ramsey County community partners that aims to move all frequent users of emergency shelters into stable housing.

**SBE - Small Business Enterprise** - a business that meets specific economic criteria and is owned, operated, and controlled by one or more persons.

**Section 3 Program** - requires that recipients of certain HUD financial assistance, to the greatest extent possible, provide training, employment, contracting, and other economic opportunities to low- and very low-income persons, especially recipients of government assistance for housing, and to businesses that provide economic opportunities to low- and very low-income persons.

**Single-family Housing** – A residence which includes conventional stand-alone housing units as well as patio homes, townhomes, duplexes, or structures with up to four units, one of which is occupied by the owner.

**SPPD** – Saint Paul Police Department.

**SPPS** – Saint Paul Public Schools, Independent District #625.

**SRO – Single Room Occupancy** - a residential property that includes multiple single room dwelling units. Each unit is for occupancy by a single eligible individual. The unit need not, but may, contain food preparation or sanitary facilities, or both.

**STAR Funds – Sales Tax Revitalization** - funds are derived from a City of Saint Paul half-cent sales tax levy for capital improvements to further residential, economic, and commercial development.

**Supportive Housing** – Housing that includes planned supportive services.

**TBRA – Tenant-Based Rental Assistance** - a rental subsidy that helps make up the difference between what a renter can afford to pay and the actual rent for a home or apartment.

**TIF – Tax Increment Financing** - a public financing method that is used as a subsidy for redevelopment, infrastructure, and other community-improvement projects.

**TOD – Transit-oriented Development** - is walkable, moderate to high density development served by frequent transit with a mix of housing, retail, and employment choices designed to allow people to live and work with less or no dependence on a personal car.

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**TPV – Tenant Protection Vouchers** (also referred to as **Enhanced Vouchers**) – are meant to ensure there is no displacement of low-income residents occurs as a result of various actions resulting in a loss of subsidy assistance. In other words, tenants may be displaced when a property in which the tenant lives is no longer subject to income restrictions, but the tenant does not have a voucher to ensure continued affordability. These tenants would receive a voucher to ensure affordability and protection from potential rent increases.

**Transitional Housing** – a project that is designed to provide housing and appropriate supportive services to homeless persons to facilitate movement to independent living within 24 months.

**VASH – Veterans Affairs Supportive Housing** - combines HUD HCV rental assistance for homeless veterans and their families with case management and clinical services provided by the Department of Veterans Affairs at its medical centers and in the community.

**Very Low-Income** – households/persons whose income falls below 30% of the area median income.

**VOP - Vendor Outreach Program** - a City of Saint Paul business assistance program aimed at helping WBE, MBE, and SBE have greater access to contracting opportunities with the city.

**WBE – Woman-owned Business Enterprise** – a business where at least 51% is owned and controlled by a female.