

# Agenda Report

**DATE:** MARCH 12, 2001

**TO:** CITY COUNCIL

**FROM:** CYNTHIA J. KURTZ, CITY MANAGER

**SUBJECT:** MID-YEAR PROJECT PERFORMANCE ASSESSMENT FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), EMERGENCY SHELTER GRANT (ESG) PROGRAMS, HUMAN SERVICES ENDOWMENT FUND (HSEF) 2000-2001 PROGRAM YEAR AND THE HOME INVESTMENT PARTNERSHIP ACT (HOME PROGRAM)

**RECOMMENDATION:**

The following report is presented for information only.

**BACKGROUND:**

The attached Project Performance Assessments (Exhibits A - E) provide a mid-year report of the projects approved for funding under the CDBG/ESG/HSEF/HOME Programs for the 26<sup>th</sup> Program Year (2000-2001). The performance assessment summarizes each project's progress as of December 31, 2000. The following exhibits are attached: Exhibit A-Project Performance Assessment Criteria; Exhibit B-Public/Human Service Projects (2000-01); Exhibit C-CDBG Non-Public Service Projects (2000-01); Exhibit D-CDBG Ongoing/Continuing Projects (acquisition and capital projects); and Exhibit E-HOME Projects. This assessment has been presented to both the Human Services and Northwest Commission, respectively.

This ongoing assessment of performance relies principally on the criteria identified in Exhibit A to determine the status of each project. Exhibit A defines the items that are employed in the overall project performance assessment, i.e., goals/objectives, performance measures, expected outcomes, etc. The project performance provides the basis for ascertaining the present status of projects and what actions if any, may be necessary to assist sub-recipients/developers and/or community housing development organizations in achieving their project goals and objectives.

The project performance assessment also represents a supplement to the Code of Federal Regulations for the CDBG and HOME Programs, respectively, (24 CFR 570 and 24 CFR

91/92) which requires the City, as grantee/participating jurisdiction, to make an annual determination that all federally assisted sub-recipients/developers/community housing development organizations are in compliance with the federal statutes and have the continuing capacity to administer and/or implement the funded projects. The assessment and monitoring of each project is an ongoing process of planning, implementation and follow-up. Each sub-recipient is required to provide monthly progress/activity reports and to submit monthly invoices (including documentation) in order to receive reimbursement for approved costs. On-site monitoring visits are conducted at least once during the program year to evaluate the performance and fiscal management of each project.

The Housing and Development Department administers the CDBG, ESG and HOME Programs. The Human Services, Recreation and Neighborhoods Department performs the administrative oversight and program administration for the Human Services Endowment Fund.

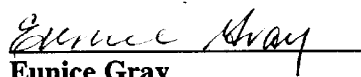
**FISCAL IMPACT:**

Funding for the programs referenced in this report are a combination of federal and local dollars and total approximately \$3,000,000.

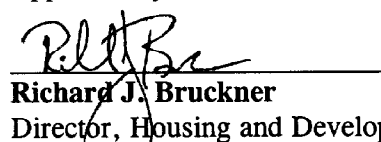
Respectfully Submitted,

  
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