



City of Surprise
Consolidated Annual Performance
Evaluation Report

Program Year 2018

DRAFT

Community Development Block Grant

Table of Contents

CR-05 - Goals and Outcomes	3
Table 1 - Accomplishments – Program Year & Strategic Plan to Date.....	5
CR-10 - Racial and Ethnic composition of families assisted	8
Table 2 – Table of assistance to racial and ethnic populations by source of funds.....	8
CR-15 - Resources and Investments 91.520(a)	9
Table 3 - Resources Made Available.....	9
Table 4 – Identify the geographic distribution and location of investments.....	9
CR-20 - Affordable Housing 91.520(b)	11
Table 5 – Number of Households.....	11
Table 6 – Number of Households Supported.....	11
Table 7 – Number of Households Served.....	12
CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)	14
CR-30 - Public Housing 91.220(h); 91.320(j)	15
CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)	17
CR-40 - Monitoring 91.220 and 91.230	19
CR-45 - CDBG 91.520(c)	21
Appendix 1 - Public Notices	23
Appendix 2 – Surprise Area Map	24



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 Surprise Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2018 provides a quality assessment of high priority activities accomplished during this report period. High Priority needs listed in Consolidated Plans 2015-2019 included public infrastructure improvements, public services, neighborhood improvements, economic development, and housing rehabilitation. This year's investments include making necessary neighborhood improvements, housing rehabilitation, public services and economic development.

Surprise continued to provide services for the Housing Rehabilitation program including health and safety repairs. Fourteen (14) homes were assisted with heating/cooling, plumbing and electrical repairs in the amount of \$117,041 allowing homeowners to remain in their homes who would otherwise not be able to afford such repairs. This program allows for the city to address and maintain the current affordable housing stock and for Surprise homeowners to occupy their homes in a healthy and safe condition.

Public Services were funded in the amount of \$101,467 to ten (10) local nonprofits. Public Services funds included a mixture of current year public services allocation and program income. All services met the low- and moderate income national objective and eligible activities includes services for homeless persons, domestic violence victims, seniors and disabled persons, food bank, subsistence payments, and child care. Our partners have demonstrated consistency and leadership in providing much-needed services to Surprise residents. To highlight our partners in providing essential public services to Surprise Residents, their contributions are listed; Central Arizona Shelter Services (CASS) provided emergency shelter services for 31 Surprise homeless families and individuals. Sojourner provided counseling and case management to 8 Surprise residents experiencing domestic violence. Benevilla provided childcare and life enrichment services to 20 Surprise residents. St. Mary's food bank provided 2,431 emergency boxes to Surprise residents. AASK provided services to 39 foster children and their families with counseling services. MiKID provided 7 families and youth with mental health services. Sun Health provided 49 seniors and disabled persons with assistance with post hospitalization recovery. Northwest Valley Connect provided 188 Surprise seniors and disabled persons with transportation services. City of Surprise's Resource Center

City of Surprise | CAPER | Program Year 2018

provided 43 households with subsistence payments toward rental arrears and utilities. St. Vincent De Paul provided 15 Surprise Households with subsistence payments.

Neighborhood Improvements in the amount of \$4,388 were made to the Senior Center Kitchen. This public facility is a center that is located in Surprise's Original Town Site that serves the City's seniors with activities that include meal services and recreational activities.

Business Development Grants to support Surprise's economic development goal were awarded to two business in the Original Town Site in the amount of \$40,000. Grants were awarded to Smiles by Delivery to provide mobile dentistry to lower income persons and to IntelleQuest to develop educational tools and software.

Surprise has made great strides into addressing high priority needs that were identified in the 2015-2019 Consolidated Plan. All partners continue to work diligently in serving and bringing much needed services to our residents.

City of Surprise | CAPER | Program Year 2018

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 (PY)	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
Economic Development	Economic Development	CDBG \$40,118	Business Development	Businesses Assisted	0	5	100%	4	5	100%
Emergency Housing Rehabilitation	Affordable Housing	CDBG: \$117,041	Homeowner Housing Rehabilitated	Household Housing Unit	74	88	100%	15	14	93%
Neighborhood Infrastructure Improvements	Neighborhood Infrastructure	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Businesses Assisted	0	2	100%	0	0	100%
Neighborhood Infrastructure Improvements	Neighborhood Infrastructure	CDBG: \$0	Public Facility building rehabilitation	Businesses Assisted	0	11	100%	0	0	0%
Program Administration	Administration	CDBG: \$137,545	CDBG Program Administration	Households Housing Unit	0	0	100%	0	0	100%

City of Surprise | CAPER | Program Year 2018

Public Services	Public Service	CDBG: \$101,467	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	186	100%	100	2832	100%
Senior Center Services	Non-Housing Community Development	CDBG: 0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	816	100.00%	0	0	0%
Utility Infrastructure Study	Non-Housing Community Development	CDBG: 0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	100%	0	0	0%

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.

All of the City of Surprise's CDBG non-planning and administration funds were spent on its high priority needs: 1) Rehabilitation of owner-occupied properties, preserving access to safe affordable housing 2) Public Services, providing services to seniors, disabled and other special needs residents 3) Economic Development, assisting existing and new businesses to develop in low- and moderate income areas.

During Program Year 2018, the City of Surprise made progress in meeting its goals of providing decent housing, a suitable living environment, and economic opportunities for low- and moderate income persons as identified in its 2015-2019 Consolidated Plan. As in previous years, Surprise identified decent, safe, and healthy housing to be one of its greatest need for the low- and moderate income population and so had focused its efforts and funding in that area. In PY2018, the City assisted fourteen (14) homeowners make necessary repairs to their homes, helping to improve access and sustainability of affordable housing in Surprise.

Surprise also continued its commitment to providing assistance to the community's special needs populations. Funding was made available to ten (10) area non-profits to help with needed supportive services. The City of Surprise Community Action Program provided rent and utility assistance to 43 Surprise families, helping to prevent these families from becoming homeless. Benevilla assisted 18 children from low-and moderate income families attend daycare. Northwest Valley Connected provided transportation to 188 Seniors and disabled persons in Surprise. These essential services provided by City of Surprise partners help to meet the highest priority goals in the Consolidated Plan.

CR-10 - Racial and ethnic composition of families assisted

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

	CDBG
White	2,004
Black or African American	401
Asian	35
American Indian or American Native	26
Native Hawaiian or Other Pacific Islander	26
Total	2,492
Hispanic	666
Not Hispanic	1,826

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

Narrative

The racial and ethnic status of the families assisted in CDBG-funded projects mirrors closely the racial and ethnic status of the City of Surprise overall. Using 2012-2016 American Community Survey estimates for comparison, as a percentage of total population, more people in minority racial categories were assisted (except for Asian) than are represented in the general population. This is reflective of the City and its partners' work to ensure that underserved populations are made aware of the variety of assistance options available to them.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$1,370,845	\$535,445
HOME	HOME	n/a	n/a
HOPWA	HOPWA	n/a	n/a
ESG	ESG	n/a	n/a
Other-Program Income	Other	n/a	n/a

Table 3 - Resources Made Available

Narrative

During PY2018, the amount expended was significantly lower than the resources made available. This was due to the mid-year transfer of Neighborhood Stabilization Program (NSP) funds to CDBG Program Income, as well as the delay in construction of the Heritage at Surprise affordable housing project. The City allocated CDBG funds in the amount of \$500,000 (including the NSP transfer) for off-site improvements related to the Heritage project. The construction progress schedule has the improvements being complete in PY2019. However, the City was able to expend funds to provide services and resources to 2,832 low- and moderate income Surprise residents, meeting the highest Priority Goals.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
ORIGINAL TOWNSITE	100	85%	n/a

Table 4 – Identify the geographic distribution and location of investments

Narrative

The Original Town Site is one of the City of Surprise’s designated revitalization area. Particularly, the Surprise Heritage District area targeted for HOME/CDBG investment is the lowest- income Census Tract within the City of Surprise. The zoning district is bound by North-South by Bell Rd and Greenway Rd and East-West by El Mirage Rd and Dysart Rd. 85% of all activities reported were within the Original town site. Neighborhood

improvements completed this reporting period met the national objective of low/mod income area benefit, in the target area. A majority of home rehab projects were located within the designated overlay. Lastly, The Public Service allocations were awarded to local nonprofits in the Original Town Site, provided services to the special needs populations who met the income criteria.

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.

In PY2018 the City of Surprise provided approximately \$75,000 in General funds in staff salaries for the oversight and administration of the CDBG program. The City of Surprise Community Action Program CDBG allocation leveraged approximately \$6,000 in staff in-kind match. The City does not require a match from its subrecipients, however all subrecipients provide additional resources for their programs for oversight and administration of the funds.

The City of Surprise owns the property occupied by the Surprise Resource Center where the City of Surprise Community Action Program is administered. Additionally, other nonprofits operate in the Resource Center providing their services to low and moderate income residents. The City also owns the Surprise Senior Center where area Seniors can go to participate in recreation activities, receive services and be provided a healthy meal. The availability of these publicly-owned properties helps make the offered programs more successful.

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	15	14
Number of Special-Needs households to be provided affordable housing units	0	0
Total	15	14

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	15	14
Number of households supported through Acquisition of Existing Units	0	0
Total	15	14

Table 6 – Number of Households Supported (CDBG & HOME)

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

The number of home rehabs changes from year to year, sometimes with no discernable explanation. Overall, the total numbers from the City's home rehab program improved over the previous program year. It is difficult to determine why the numbers change from year to year, as the program remains the same in basic scope and the population served. What is not reflected in the beneficiary numbers is the occasional occurrence where a program applicant decides not to go ahead after the income qualification and project

City of Surprise | CAPER | Program Year 2018

scoping. In these cases, staff activity delivery cost has been expended, with no beneficiary to report.

Program terms and operations are reviewed frequently to evaluate effectiveness. The City recently increased the maximum rehab benefit from \$10,000 to \$20,000 in an effort to help more homeowners with larger repair needs.

Staff time and resources are spent in performing outreach and marketing of the program to make potential beneficiaries aware of the program services. The outreach includes monthly newsletters, press releases, attendance at community events, and community engagement utilizing the Block Party Trailer to disseminate and educate program related information.

Discuss how these outcomes will impact future annual action plans.

The home rehab program remains a high priority for the City, and is very important for protecting the City's affordable housing stock and providing low -and moderate income residents necessary resources to maintain their homes in a safe and healthy condition. The City will continue the housing rehab program into the future, with small changes in scope and requirements as needed to maintain program efficiency.

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
Extremely Low-income	3
Low-income	4
Moderate-income	7
Total	14

Table 7 – Number of Households Served

Narrative

The City continues to focus efforts in the preservation and creation of affordable housing. In PY2018, the City entered into an agreement with the Housing Authority of Maricopa County to support the construction of their Heritage at Surprise affordable housing development. The City allocated \$500,000 in PY2018 funds (including NSP transfer) for

off-site improvements related to the development. The project will be completed near the end of Program Year 2019.

In PY2018 the City also entered into an agreement with Habitat for Humanity to develop new affordable housing units utilizing Neighborhood Stabilization Program funding. In partnership with Habitat, the City will construct 3-4 new single-family homes to be purchased and occupied by low income families. These homes are scheduled to be completed at the end of Program Year 2019.

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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

Surprise continues their participation with the MAG Regional Continuum of Care by attending and participating with the board, committees, and subcommittees to address the needs of homelessness and chronic homelessness. Surprise also participates in the West Valley Collaborative which is a regional partnership between neighboring cities to address the homeless and chronic homeless population.

Surprise takes an active role along with the Surprise Police Department to conduct a "Point in Time" homeless count each year. At that time staff is trained to provide "homeless triage" and help homeless individuals get access to support services. Veterans experiencing homelessness continues to have an emphasis in the local area. Additional volunteers from the community were recruited to expand PIT count efforts.

In addition, Surprise has funded emergency prevention of homelessness from its allocation of public services through nonprofit agencies. The Surprise Resource Center offers eviction prevention and utility assistance in order to prevent homelessness and partners with other public service agencies housed at the Surprise Resource Center to provide supportive services to those experiencing hardship.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Surprise obligated 14.72% of its annual allocation to public service providers, some whose programs and activities were intended to benefit those experiencing homelessness and in need of emergency shelter. An organization who received funding in Program Year 2018 was Central Arizona Shelter Services, which provides shelter services and additional support to those experiencing homelessness. The city continues their active participation in MAG Regional Continuum of Care to address homelessness needs.

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

The City of Surprise has made great strides in meeting the objectives of helping low-income individuals and families through the services offered at the newly created Surprise Resource Center. This facility is a center for a comprehensive social services offered to regional area residents.

The Surprise Resource Center houses the Community Action Program (CAP) in partnership with Maricopa County Community Service Division to provide support services that foster self-sufficiency and stability. The program offers utility and eviction prevention, employment services, emergency food boxes and information and referral services. Agencies who also offer services are at the Center include: Arizona Department of Economic Security (AZDES), AZ DES Veteran's Program, Women, Infants and Children (WIC) nutrition, free tax preparation assistance through the Volunteer Income Tax Assistance (VITA) program, Domestic Violence advocacy and support groups and benefit enrollment services for health insurance programs (AHCCCS), food stamps (SNAP) and cash assistance (TANF).

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

Surprise encourages partnership, funding opportunities and awards to agencies such as Central Arizona Shelter Services and provides self-sufficiency services at the Resource Center to help persons experiencing homelessness make the transition to permanent housing. Continuing the active participation in MAG Regional Continuum of Care will also help the progress of addressing the objectives for reducing and ending homelessness.

Surprise has engaged community partners to identify alternative solutions to locally address the rising number of persons experiencing homelessness.

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

Actions taken to address the needs of public housing

The City of Surprise is fortunate to have a local Housing Authority offering services to the community, which allows services to be tailored to the needs of local residents. The City of Surprise does not own or operate any housing units.

The Housing Authority of Maricopa County (HAMC) administers the public housing and Section 8 subsidized housing program within City of Surprise. HAMC owns and operates two assisted properties in Surprise. Combined, the Casa Bonitas and Paradise Homes properties offer fifty-four (54) Project Based Rental Assistance (PBRA) units in Surprise.

The City of Surprise is utilizing CDBG funding to partner with the Housing Authority of Maricopa County to complete the Heritage at Surprise affordable housing development in the City of Surprise Original Townsite. This development will consist of seventy (70) PBRA units, and thirty (30) Project Based Voucher units.

Program staff consults with Housing Authority on all Annual Action Plans and end of year reporting. All draft plans and reports are made available for review and comment at the Housing Authority.

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

The Housing Authority of Maricopa County offers the Family Self Sufficiency (FSS) Program, which is a voluntary program that assists individuals in Maricopa County public housing and/or in the Housing Choice Voucher program to gain economic independence.

Participants are assisted in establishing an escrow account where savings are set aside to be used towards accomplishing their goals. A portion of the amount paid in rent is placed into this account. Upon successful graduation from the program, the savings are cashed out for the participant's use in achieving their final goals, which may include buying or renting a house.

Actions taken to provide assistance to troubled PHAs

The Housing Authority of Maricopa is not a troubled Housing Authority.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City of Surprise has demonstrated its commitment to affordable housing with continual review of barriers to affordable housing. To reduce potential negative effects public policies, have on affordable housing, City ordinances are reviewed on an ongoing basis to ensure that building in the community is regulated fairly and in a manner to protect the best interests of the public's health, safety, and general welfare, without being overly burdensome. CDBG program staff consults with other City departments like Community Development and Planning and Zoning to discuss policies that could present barriers to affordable housing.

In 2016 the Surprise Mayor and City Council adopted the "Surprise Heritage District" zoning overlay plan. Surprise's plan is intended to aid in removing barriers with less restrictive zoning ordinances and to promote revitalization efforts by offering development incentives for both residential and commercial development in the target area. The city adopted the Infill Incentive District to provide financial incentives to promote residential and commercial development that will aid in the revitalization of the Original townsite. Incentives includes a 100% waiver of the Surprise's Development Impact Fees for new residential development. Also, new, expanding Qualifying Commercial development receives a waiver of various fees. These steps will remove barriers to affordable housing through the revisions of enhancement of public policies.

Another potential obstacle that underserved populations may encounter is discrimination in housing-related matters. The City of Surprise continually reviews the Analysis of Impediments to Fair Housing (AI) completed with its last Consolidated Plan and continues efforts to reduce this barrier in its efforts to affirmatively further fair housing (described below).

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

In addressing the needs of the underserved, the city has created partnerships with social service agencies by providing resources such as office space at the Surprise Resource Center and tailored engagement to facilitate vital information. Partnerships to address the

needs of the underserved include attaining additional funding sources, overseeing the awarded Maricopa County HOME program to further affordable housing, partnering with Area Agency on Aging for senior congregate meals, and the awarding of CDBG Entitlement Public Services for the most vulnerable populations in our city.

In PY2018 the City of Surprise utilized \$101,259.45 in CDBG funding to make Public Service grants to ten (10) area non-profits to provide services that help persons with underserved needs. However, the need for housing and services, outweigh the city's capacity to serve all. The city continues to partner and foster new partnerships with organizations to address the underserved needs in our community.

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

Although the majority of housing in Surprise was constructed after 1978, there are a number of pre-1978 homes located in certain areas of the City. The City is committed to improving local awareness of the potential hazards lead-based paint poses, especially to children. A member of CDBG program staff is an EPA-Certified Risk Assessor, and has the ability to inspect and evaluate homes for lead-based paint hazards prior to undertaking rehab projects.

The City of Surprise conducts a "lead applicability review" of all projects prior to funding. Any target housing unit constructed prior to 1978 is assessed for lead paint hazards, and projects are completed in compliance with HUD's Lead Safe Housing Rules and applicable standards.

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

The City of Surprise has made great progress is helping to reduce the number of poverty-level families in Surprise. The Surprise Resource Center provides access to many services at no cost to residents. These services include: Employment and job training, Veteran assistance, Financial Fitness, Tax Preparation, Credit Counseling, WIC, TANF, SNAP, Affordable Care Act enrolment, Medicare Counseling, Child Care Services, Homeless Services, Utility and Renal Assistance, Legal Counseling, and Transportation Services. The City of Surprise utilized \$101,259.45 in CDBG in PY2018 to support these services and other are non-profits.

The City partnered with the neighboring City of Peoria, AZ on a regional Community Resource Guide. Over twelve thousand copies of the guide have been made available to schools, faith-based organizations, non-profits, businesses and the general public to increase awareness about human, social, Veteran and workforce development services.

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

The "institutional structure" is the overall community delivery system. This system was structured to support housing, community and economic development needs. This structure included other city departments, government agencies, for-profit and nonprofit organizations who play a part in the provision of affordable housing, community development, and economic development needs of the community. Surprise continued to work with these entities to address these specific needs.

As described by the listing of services offered from the Surprise Resource Center, Surprise has formed an extensive network of support organizations and partner agencies in order to help meet the social services needs of residents. This includes the convening of a faith-based community breakfast. This was done as a continuation of conversation regarding the need for a faith-based collaboration to assist with needed community programming.

The city also offers a yearly Surprise Community Outreach Program, a grant program designed to provide grant funds to local non-profit organizations providing high priority social services to Surprise residents.

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

The City of Surprise facilitates a quarterly stakeholder meeting to emphasize coordination between private and public housing and social service agencies. During this quarterly meeting, updates and strategic planning occurs to approach high priority needs listed in the Consolidated Plan. In addition to the quarterly stakeholder meeting, staff frequently meets with the regions stakeholders to discuss projects and brainstorms new innovative ideas to bring to the City. Surprise will continue to offer resources through our community engagement team that sole focused on building and bridging the gaps in our community

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

Surprise joined efforts with Maricopa County Consortium (a cooperative entity that receives HOME funding for Urban County entitlement communities such as Surprise) to participate in a countywide Analysis of Impediments, in accordance with HUD's Fair Housing Planning Guide, Vol. 1. A copy of this plan is available through www.maricopa.gov.

A member of CDBG staff is the City's fair housing point person, coordinating the City's fair housing activities and acting as the main point of contact for the Surprise community. The City's main emphasis remained on education and outreach.

Surprise proclaimed "Fair Housing" month in April 2019 by the Honorable Mayor and City Council. The Human Service and Community Vitality Department also holds community education classes at no charge to residents, which addressed fair housing rights. This session was held on June 5, 2019 and moderated by a local HOA attorney.

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

Surprise has developed a monitoring plan to ensure activities being carried out are in compliance with all federal regulatory requirements and policies. It is the City's priority to ensure projects receive a risk assessment prior to the scheduling of a desk monitoring or an on-site monitoring. At a minimum, desk monitoring of projects are done on a routine basis ensuring compliance with terms and conditions in the agreement. On-Site Monitoring covers areas such as application, project eligibility, environmental review, all cross cutting federal standards, closeouts and audits. Sub-recipients are notified in writing regarding the intent to monitor, scheduling of monitoring, results from monitoring, and addressing any follow up that resulted from the monitoring response. Staff schedules either a one-day or two-day monitoring visit depending on the amount and extent of the project. Staff provides extensive technical assistance to the subrecipients to resolve any outstanding findings or concerns.

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

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

The City of Surprise Citizen Participation Plan requires that the community be given an opportunity to review and comment on all performance reports. This is accomplished through publication of a notice in the Daily News Sun, advertising the release of the draft report for a 15-day written comment period, as well as designating an opportunity to present oral comments to the Surprise Veterans, Disability & Human Service Commission

(VDHS). The notice, as well as a copy of the draft plans is posted on the City of Surprise website. To better reach the target audience copies are also made available at the Surprise City Hall, the Surprise Resource Center, the Hollyhock Branch Library, the Surprise Senior Center, and the Housing Authority of Maricopa County.

For this PY2018 CAPER, notice of the comment period and public hearing opportunity was published on August 27, 2019. Copies were made available as described in the preceding paragraph. On September 11, 2019 the VDHS Commission held a public hearing on the draft CAPER. No written testimony was submitted and no oral comments were received at the public hearing. The Commission approved the CAPER for forwarding to HUD. See Attachment 3 – Citizen Participation Documents. (To be updated after the public hearing).

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City of Surprise amended the 5-year Consolidated Plan and PY2018 Action Plan during PY2018 in order to provide support for the Heritage at Surprise affordable housing project. The City transferred NSP funds to CDBG Program Income, as well as re-allocated PY2018 funds in order to contribute \$500,000 to the project.

The City of Surprise evaluates its programs each time Annual Action Plans and CAPERs are created to ensure that funds are being spent in the most effective and efficient manner possible. This is accomplished through the Citizen Participation process, consultation with subrecipients, community partners, and target populations.

Projects are reviewed each year by the Veterans, Disability & Human Service Commission, then recommended to the City Council for approval. Priorities are reviewed to make adjustments in programs and projects that are necessary for meeting the established goals in the Consolidated Plan. If during the program year a priority need becomes higher than previously established it can be amended in the Consolidated Plan and can be implemented in the Annual Action Plan.

City staff evaluates each activity over the course of the program year to determine its effectiveness and whether funding levels are adequate to complete any planned projects.

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

No

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

N/A

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APENDIX 1 – PUBLIC NOTICES

Public Notice

City of Surprise

Consolidated Annual Performance and Evaluation Report (CAPER) Program Year 2018

Notice is hereby given by the City of Surprise that the Consolidated Annual Performance and Evaluation Report (CAPER) Program Year 2018 has been drafted and will be available to the public for review for a minimum period of 15 calendar days beginning August 27, 2019.

Notice is also hereby given that the City of Surprise Human Service and Community Vitality Department-Neighborhood Services Division will hold a **Public Hearing regarding the CAPER Program Year 2018 on Wednesday, September 11, 2019, at 6 p.m.** at the regular meeting of the Surprise Veteran, Disability & Human Service Commission in the City Hall Council Chambers 16000 North Civic Center Plaza, Surprise, AZ 85374.

The City of Surprise is required by the U.S. Department of Housing and Urban Development (HUD) to annually submit a Consolidated Annual Performance and Evaluation Report (CAPER). This report provides an assessment of expenditures and accomplishments of the City's progress in carrying out its 5-year Consolidated Plan and its Program Year 2018 Annual Action Plan for the following HUD-funded programs: Community Development Block Grant Program (CDBG); and the HOME Investment Partnerships Program (HOME); The report covers community development objectives undertaken during the period of July 1, 2018 through June 30, 2019. The report does not establish any new policy.

HUD requires the submission of the CAPER no later than 90 days after the closing of an entitlement grantee's program year. Before submission to HUD, the draft CAPER must be made available for public review and comment for no fewer than 15 days. The public review and comment period for the Program Year 2018 CAPER will be **August 27, 2019 – September 11, 2019**. The CAPER will be submitted to HUD by September 28, 2019.

The public is invited to review and comment on the draft Program Year 2018 CAPER for a 15-day period. This comment period is planned in accordance to the city's adopted Citizen Participation Plan, a requirement of HUD. After all public comments have been considered, the Surprise Veteran, Disability & Human Service Commission will take a formal action on **September 11, 2019. Upon approval by the Commission**, the CAPER will be submitted to HUD by September 28, 2018.

Comments must be submitted in writing, by September 11, 2019 at 4:00 p.m. All comments must be directed to Adam Lane, Neighborhood Service Supervisor, Human Service and Community Vitality, Neighborhood Services Division, City of Surprise, 16000 N Civic Center Plaza. For questions regarding the CAPER or public hearing, please call Adam Lane at 623.222.3238 or TDD 623.222.1002 or email at adam.lane@surpriseaz.gov.

The CAPER will be available for review at the following locations: 1) The City of Surprise website www.surpriseaz.gov 2) Surprise City Hall, 16000 N Civic Center Plaza, Surprise, AZ 85374 3) The Surprise Resource Center at 12425 W. Bell Rd. Bldg. A, Ste. #124, Surprise. 4) The Hollyhock Branch Library at 15844 N. Hollyhock Street, Surprise. 5) The Surprise Senior Center, 15832 N. Hollyhock St.

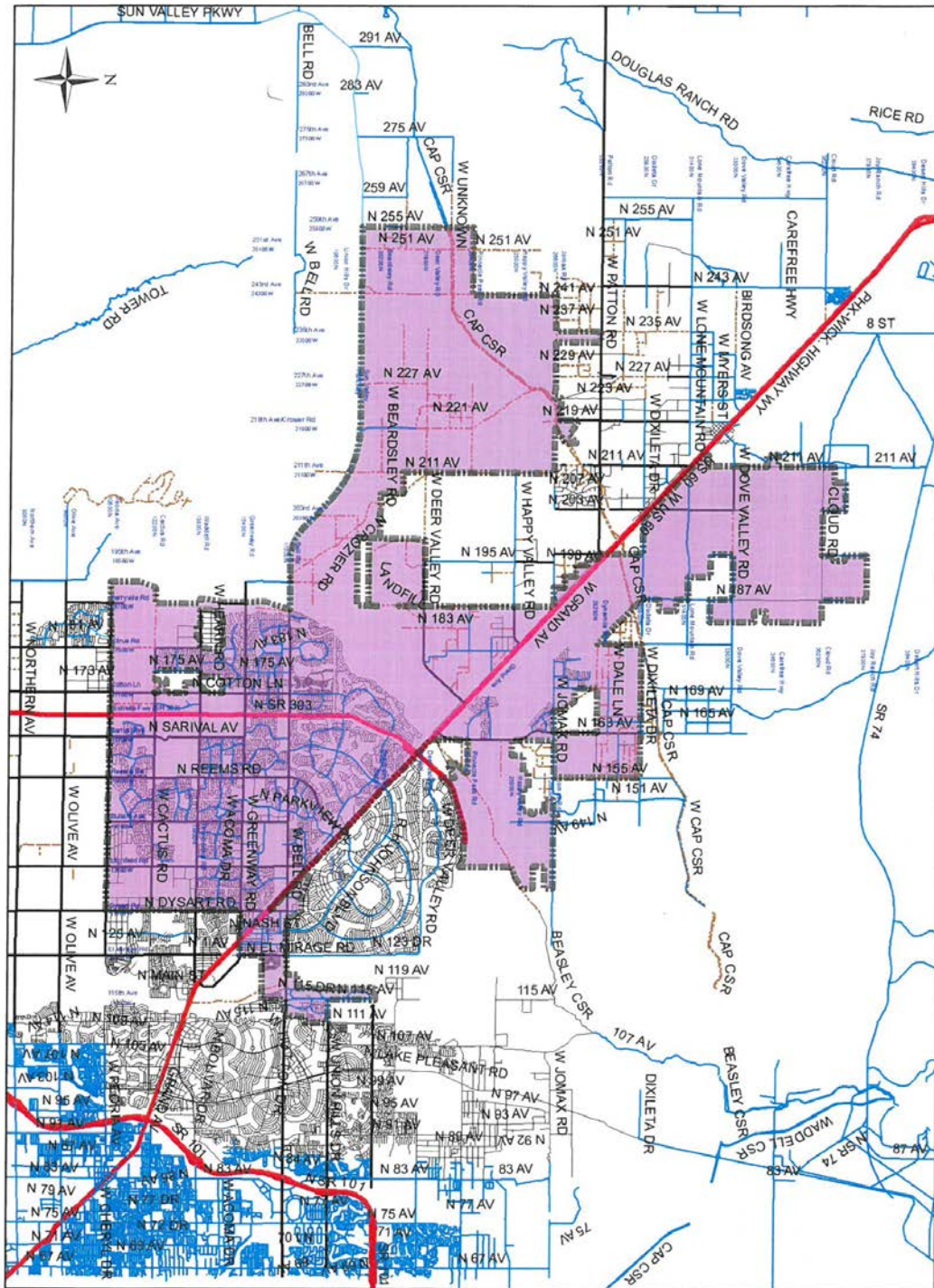
SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING TIME.



Reasonable accommodations will be made upon a timely request.

For publishing Tuesday, August 27, 2019

APPENDIX 2 – SURPRISE AREA MAP



City of Surprise Incorporated Area



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2018
 SURPRISE , AZ

DATE: 08-19-19
 TIME: 15:52
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	442,979.87
02 ENTITLEMENT GRANT	667,123.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	212,469.92
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	48,272.53
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,370,845.32

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	397,899.50
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	397,899.50
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	137,545.50
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)	535,445.00
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	835,400.32

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	397,899.50
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	397,899.50
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2016 PY: 2017 PY: 2018
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	1,277,547.19
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	1,224,547.19
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	95.85%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	121,511.45
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	(20,044.00)
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	101,467.45
32 ENTITLEMENT GRANT	667,123.00
33 PRIOR YEAR PROGRAM INCOME	22,137.62
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	689,260.62
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.72%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	137,545.50
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	137,545.50
42 ENTITLEMENT GRANT	667,123.00
43 CURRENT YEAR PROGRAM INCOME	212,469.92
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	879,592.92
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	15.64%



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2018
 SURPRISE , AZ

DATE: 08-19-19
 TIME: 15:52
 PAGE: 2

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

Report returned no data.

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

Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	10	64	6173114	Public Facility - Sr Center Kitchen Remodel	03A	LMC	\$4,388.17
					03A	Matrix Code	\$4,388.17
2017	2	65	6184966	Tech Celerator Building A	03E	LMC	\$142,450.67
2017	2	65	6250471	Tech Celerator Building A	03E	LMC	\$328.50
					03E	Matrix Code	\$142,779.17
2018	3	75	6251820	Public Services - Central Az Shelter Services	03T	LMC	\$9,010.50
2018	3	75	6254713	Public Services - Central Az Shelter Services	03T	LMC	\$5,000.00
					03T	Matrix Code	\$14,010.50
2016	2	58	6259959	2016 CDBG Public Services	05A	LMC	(\$7,895.00)
2017	5	89	6184904	Sun Health - PY2017 Public Service	05A	LMC	\$6,715.00
2017	5	89	6255580	Sun Health - PY2017 Public Service	05A	LMC	\$5,580.50
2018	3	76	6254713	Public Services - Northwest Valley Connect	05A	LMC	\$5,000.00
					05A	Matrix Code	\$9,400.50
2018	3	72	6254713	2018 Public Services - Benevilla	05B	LMC	\$4,396.00
2018	3	72	6255580	2018 Public Services - Benevilla	05B	LMC	\$3,145.00
2018	3	72	6271686	2018 Public Services - Benevilla	05B	LMC	\$208.00
2018	3	72	6285399	2018 Public Services - Benevilla	05B	LMC	\$248.52
2018	3	78	6262349	WHAM - What's Happening Art Movement	05B	LMC	\$3,000.00
					05B	Matrix Code	\$10,997.52
2017	5	86	6184904	SoJourney Public Service 2017	05G	LMC	\$116.93
2017	5	86	6251820	SoJourney Public Service 2017	05G	LMC	\$2,496.50
					05G	Matrix Code	\$2,613.43
2017	5	85	6184904	AASK - PY2017 Public Service	05N	LMC	\$4,010.50
					05N	Matrix Code	\$4,010.50
2017	5	88	6184904	MIKID - PY2017 Public Service	05O	LMC	\$25.00
2017	5	88	6251820	MIKID - PY2017 Public Service	05O	LMC	\$2,450.00
2017	5	88	6255580	MIKID - PY2017 Public Service	05O	LMC	\$350.00
					05O	Matrix Code	\$2,825.00
2017	5	87	6184904	City of Surprise - Crisis Assistance Program	05Q	LMC	\$524.00
2017	5	87	6190492	City of Surprise - Crisis Assistance Program	05Q	LMC	\$4,500.00
2017	5	87	6251820	City of Surprise - Crisis Assistance Program	05Q	LMC	\$689.00
2017	5	87	6255580	City of Surprise - Crisis Assistance Program	05Q	LMC	\$1,132.00
2018	3	69	6206093	2018 Public Services - Surprise Resource Center	05Q	LMC	\$1,563.00
2018	3	69	6216965	2018 Public Services - Surprise Resource Center	05Q	LMC	\$4,149.00
2018	3	69	6247530	2018 Public Services - Surprise Resource Center	05Q	LMC	(\$4,149.00)
2018	3	69	6251820	2018 Public Services - Surprise Resource Center	05Q	LMC	\$4,149.00
2018	3	69	6254713	2018 Public Services - Surprise Resource Center	05Q	LMC	\$17,788.00
2018	3	79	6254713	St. Vincent de Paul	05Q	LMC	\$2,700.00
					05Q	Matrix Code	\$33,045.00
2018	3	71	6254713	St. Mary's Food Bank	05W	LMC	\$11,010.50
					05W	Matrix Code	\$11,010.50
2017	5	63	6184904	Benevilla - PY2017 Public Services	05Z	LMC	\$450.00
2017	5	63	6231253	Benevilla - PY2017 Public Services	05Z	LMC	\$15,895.00
2017	5	63	6247529	Benevilla - PY2017 Public Services	05Z	LMC	(\$15,895.00)
2017	5	63	6251820	Benevilla - PY2017 Public Services	05Z	LMC	\$1,249.00
2017	5	63	6255580	Benevilla - PY2017 Public Services	05Z	LMC	\$3,960.50



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2018
 SURPRISE , AZ

DATE: 08-19-19
 TIME: 15:52
 PAGE: 3

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
					05Z	Matrix Code	\$5,659.50
2017	3	60	6198625	Emergency Home Repair	14A	LMH	\$5,850.00
2017	3	60	6216770	Emergency Home Repair	14A	LMH	\$2,440.00
2017	3	60	6217407	Emergency Home Repair	14A	LMH	\$3,190.00
2017	3	60	6223088	Emergency Home Repair	14A	LMH	\$9,996.45
2017	3	60	6247529	Emergency Home Repair	14A	LMH	(\$12,436.45)
2017	3	60	6250471	Emergency Home Repair	14A	LMH	\$19,360.54
2017	3	60	6251820	Emergency Home Repair	14A	LMH	\$12,436.45
2017	3	60	6254713	Emergency Home Repair	14A	LMH	\$28,443.39
2017	3	60	6271686	Emergency Home Repair	14A	LMH	\$13,663.30
2017	3	60	6278567	Emergency Home Repair	14A	LMH	\$31,747.78
2017	3	60	6285399	Emergency Home Repair	14A	LMH	\$2,350.00
					14A	Matrix Code	\$117,041.46
2016	1	57	6250471	AZ TechCelerator Improvements	17C	LMA	\$118.25
					17C	Matrix Code	\$118.25
2017	1	83	6254713	Economic Development Business Development Grants - Smiles By Delivery	18A	LMA	\$20,000.00
					18A	Matrix Code	\$20,000.00
2017	1	84	6254713	Economic Development Business Development Grants - Intelle Quest	18C	LMA	\$10,399.53
2017	1	84	6262349	Economic Development Business Development Grants - Intelle Quest	18C	LMA	\$4,159.39
2017	1	84	6278567	Economic Development Business Development Grants - Intelle Quest	18C	LMA	\$5,441.08
					18C	Matrix Code	\$20,000.00
Total							\$397,899.50

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
2018	3	75	6251820	Public Services - Central Az Shelter Services	03T	LMC	\$9,010.50
2018	3	75	6254713	Public Services - Central Az Shelter Services	03T	LMC	\$5,000.00
					03T	Matrix Code	\$14,010.50
2017	5	89	6184904	Sun Health - PY2017 Public Service	05A	LMC	\$6,715.00
2017	5	89	6255580	Sun Health - PY2017 Public Service	05A	LMC	\$5,580.50
2018	3	76	6254713	Public Services - Northwest Valley Connect	05A	LMC	\$5,000.00
					05A	Matrix Code	\$17,295.50
2018	3	72	6254713	2018 Public Services - Benevilla	05B	LMC	\$4,396.00
2018	3	72	6255580	2018 Public Services - Benevilla	05B	LMC	\$3,145.00
2018	3	72	6271686	2018 Public Services - Benevilla	05B	LMC	\$208.00
2018	3	72	6285399	2018 Public Services - Benevilla	05B	LMC	\$248.52
2018	3	78	6262349	WHAM - What's Happening Art Movement	05B	LMC	\$3,000.00
					05B	Matrix Code	\$10,997.52
2017	5	86	6184904	SoJourneyer Public Service 2017	05G	LMC	\$116.93
2017	5	86	6251820	SoJourneyer Public Service 2017	05G	LMC	\$2,496.50
					05G	Matrix Code	\$2,613.43
2017	5	85	6184904	AASK - PY2017 Public Service	05N	LMC	\$4,010.50
					05N	Matrix Code	\$4,010.50
2017	5	88	6184904	MIKID - PY2017 Public Service	05O	LMC	\$25.00
2017	5	88	6251820	MIKID - PY2017 Public Service	05O	LMC	\$2,450.00
2017	5	88	6255580	MIKID - PY2017 Public Service	05O	LMC	\$350.00
					05O	Matrix Code	\$2,825.00
2017	5	87	6184904	City of Surprise - Crisis Assistance Program	05Q	LMC	\$524.00
2017	5	87	6190492	City of Surprise - Crisis Assistance Program	05Q	LMC	\$4,500.00
2017	5	87	6251820	City of Surprise - Crisis Assistance Program	05Q	LMC	\$689.00

