

## **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 Amarillo was allocated \$865,228 in HOME funding and \$1,628,247 in CDBG funding during the 2023 program year.

#### **HOME Program:**

The Community Development Department was allocated \$865,228 in HOME funding, which were used to provide Tenant-Based Rental Assistance (TBRA) for 50 households, HOME Administration, and CHDO projects. TBRA addressed housing affordability for low-income populations, including families and individuals at risk of homelessness. CHDO funding supported the construction of two new homes through Habitat for Humanity, expanding affordable homeownership opportunities.

The HOME Program, and its staff, also provided technical assistance to current landlords and property owners to provide clarity for certifying and recertifying tenants in HOME-assisted units, as well as clarifying the monitoring processes. Community Development will continue with all practices previously listed, putting an emphasis on TBRA.

#### **CDBG Program:**

The Community Development Department's 2023 CAPER discusses the accomplishments of the 2023 Annual Action Plan AAP which is the fourth year of the 2020-2024 Consolidated Plan for Housing and Community Development. The 2023 AAP was allocated \$1,628,247 in CDBG Funding. The 2023 allocations designated CDBG funds for activities which included Neighborhood Improvements, Public Services, Housing Activities, Administration, and Demolition and Clearance. Allocations were based on the 2020-24 Consolidated Plan for Housing and Community Development. Public Service activities supported projects that assist those experiencing homelessness or at risk of homelessness, and Demolition and Clearance activities focused on demolition of unsafe structures to improve safety and livability in the target area. Neighborhood Improvement projects are currently in process. Percentages of goals met, and projects completed for all services will be provided throughout the 2023 CAPER. CDBG funded and expended projects this year with 2017, 2018, 2020-2023 funding, as funding is to be allocated and drawn on a "first in, first out approach" to ensure all funds are expended within 5 years of receiving the entitlement funding. 2017-2019 funds are now fully

expended. As a result, only an estimated \$512,505.15 was drawn from the 2023 allocation.

During the 2023 AAP program year, Community Development failed to meet the timeliness requirement. Community Development provided the HUD Field Office with a CDBG Workout Plan, identifying the main causes and ways in which we would modify activities to meet future timeliness requirements. Currently, \$1.4 million in funding has been designated to Neighborhood Improvement projects, including a large inclusive park project and neighborhood sidewalk projects, each in the designated target area. After experiencing delays in these projects, the department anticipates starting and completing these projects in the 2024 program year. The Workout Plan reflects the expenditure goals and benchmarks to meet the August 2024 timeliness requirement.

**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
Administration	Administration Program Oversight	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	0	2				
Administration	Administration Program Oversight	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	149				
Administration	Administration Program Oversight	CDBG: \$ / HOME: \$	Jobs created/retained	Jobs	0	8				
Administration	Administration Program Oversight	CDBG: \$ / HOME: \$	Other	Other	5	1	20.00%	5	0	0.00%

Code Enforcement	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	49765	11704	23.52%				
Code Enforcement	Non-Housing Community Development	CDBG: \$	Other	Other	0	0					
Demolition and Removal of Slum and Blight	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	300	75	25.00%	70	19		27.14%
Economic and Workforce Development	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	5	0	0.00%				
Homelessness	Public Housing	CDBG: \$ / HOME: \$605660	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	546		0	246		
Homelessness	Public Housing	CDBG: \$ / HOME: \$605660	Homelessness Prevention	Persons Assisted	2325	1816	78.11%	50	0		0.00%
Housing and Neighborhood Development/Revit	Affordable Housing	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0					
Housing and Neighborhood Development/Revit	Affordable Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	30	0	0.00%				
Housing and Neighborhood Development/Revit	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	25	4	16.00%	1	2		200.00%

Housing and Neighborhood Development/Revit	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	500	157	31.40%	32	1	3.13%
Housing and Neighborhood Development/Revit	Affordable Housing	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	180	0	0.00%			
Housing and Neighborhood Development/Revit	Affordable Housing	CDBG: \$ / HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	300				
Housing and Neighborhood Development/Revit	Affordable Housing	CDBG: \$ / HOME: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	0		118	0	0.00%
Housing and Neighborhood Development/Revit	Affordable Housing	CDBG: \$ / HOME: \$	Other	Other	0	0				
Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25000	3423	13.69%	29190	0	0.00%
Public Services (Includes Homeless activities)	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	7100	19537	275.17%	3815	4129	108.23%
Public Services (Includes Homeless activities)	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	809		0	0	

Public Services (Includes Homeless activities)	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0			0	0	
Public Services (Includes Homeless activities)	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homelessness Prevention	Persons Assisted	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.**

The City of Amarillo’s use of HOME and CDBG funds effectively addressed the priorities and objectives outlined in its Strategic Plan and Annual Action Plan, with a focus on high-priority activities that target affordable housing, homeless services, homelessness prevention, and neighborhood revitalization.

**HOME Program**

- **Tenant-Based Rental Assistance (TBRA)** was identified as a high-priority activity, addressing the critical need for affordable housing and homelessness prevention. The program assisted 50 low-income households, including families, elderly individuals, and persons with disabilities, by providing rental subsidies and deposit assistance, ensuring housing stability. This activity directly supported the plan's objective to reduce housing insecurity.
- **CHDO** set-aside funding supported the construction of two new affordable homes, meeting homeownership goals for low-income

households, while CHDO operating funds bolstered organizational capacity.

### **CDBG Program**

- Housing stability was a key priority, addressed through the **CARE** program, which is designated to provide critical home repairs for low-income homeowners, ensuring safe and habitable living conditions.
- **Public Services** such as the Guyon Saunders Resource Center, Martha's Home, Salvation Army, and Coming Home provided direct assistance to homeless individuals and families, and Maverick Boys & Girls Club provided support to families to help prevent homelessness. Each of these projects aligned with the objective of supporting vulnerable populations.
- The **Demolition and Clearance Program** addressed slum and blight removal, enhancing safety and livability in targeted areas, in line with neighborhood revitalization goals.

The City's targeted use of funds ensured alignment with its highest-priority objectives, effectively meeting community needs and advancing strategic goals.

Neighborhood Improvements were awarded in the 2023 AAP but, these projects are still ongoing, therefore no reporting has been submitted to date.

## 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
White	2,779	384
Black or African American	951	236
Asian	26	18
American Indian or American Native	92	8
Native Hawaiian or Other Pacific Islander	14	2
<b>Total</b>	<b>3,862</b>	<b>648</b>
Hispanic	910	198
Not Hispanic	2,952	450

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

### Narrative

During the 2023 program year, the City of Amarillo utilized CDBG and HOME funds to assist a total of **4,510 individuals**, providing critical support to households from diverse racial and ethnic backgrounds.

#### CDBG Program:

- A total of **3,862 individuals** were assisted with CDBG funding. The racial composition of those assisted included:
- **White: 2,779 Black or African American: 951 Asian: 26 American Indian or Alaska Native: 92 Native Hawaiian or Other Pacific Islander: 14**

Among these people:

- **910** identified as Hispanic, and **2,952** were Non-Hispanic.

#### HOME Program:

- A total of **648 individuals** were assisted with HOME funding. The racial composition of those assisted included:
- **White: 384 Black or African American: 236 Asian: 18 American Indian or Alaska Native: 8 Native**

**Hawaiian or Other Pacific Islander: 2**

Among these families:

- **198** identified as Hispanic, and **450** were Non-Hispanic.

This data highlights the City's commitment to ensuring that federal funds are distributed equitably to assist families from various racial and ethnic backgrounds, with a significant focus on reaching underserved and minority populations.



## 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	2,946,693	807,546
HOME	public - federal	971,461	1,161,486

Table 3 - Resources Made Available

### Narrative

#### Part 1: HOME Program

In the 2023 program year, the City of Amarillo was allocated **\$865,228** in HOME funds. These funds were used to support activities aimed at providing safe, decent, and affordable housing for low- and moderate-income households through TBRA and CHDO projects.

- **Allocated Funds:**
- **Tenant-Based Rental Assistance (TBRA):** Funds were used to provide rental subsidies and assist vulnerable populations, including families with children, elderly individuals, and persons with disabilities. **CHDO Projects:** Allocations were directed towards funding Habitat for Humanity's construction of two new homes, expanding affordable homeownership opportunities. **Program Administration:** HOME funds also supported administrative costs, ensuring effective oversight and compliance with program guidelines.
- **Expenditure:**
- **TBRA:** \$882,047.47 was expended on rental assistance, exceeding the initial allocation due to a higher demand for housing support and the leveraging of rollover funds from prior year TBRA allocations. **CHDO Projects:** \$149,699.34 was spent to fund the construction of two homes through Habitat for Humanity. Additionally, \$43,261.40 was used to support CHDO operating costs. **Program Administration:** \$86,477.39 was spent on administrative functions, including staff salaries, compliance monitoring, and reporting requirements.

#### Part 2: CDBG Program

The City of Amarillo was allocated **\$1,628,247** in CDBG funding for the 2023 program year, which was used to support a variety of community development activities, including housing, public services, and neighborhood revitalization.

- **Allocated Funds:**
- **Housing Activities:** Funding was allocated to programs such as CARE and Rehabilitation Support Administration, targeting low- and moderate-income households in need of urgent repairs to ensure housing stability. **Public Services:** Funds were directed to support services for homeless individuals, transitional housing, and afterschool programs for low-income youth. **Neighborhood**

**Improvements:** CDBG funds were also earmarked for the Demolition and Clearance program, Neighborhood Sidewalks, and a COA Park project. Demolition and Clearance was aimed at removing blighted structures and improving neighborhood conditions. The Sidewalk projects and the Park project are aimed at improving neighborhood walkability and accessibility in the target area.

- **Expenditure:**
- **CARE Program:** \$69,578.01 was expended on the CARE Program. \$7,193 was spent on actual repairs, and the remainder was salary and administrative costs. **Public Services:** A total of \$243,504 was expended on Public Services, including \$55,000.00 to support the Guyon Saunders Resource Center, \$23,500.00 to Martha’s Home, \$21,809.50 to Salvation Army, \$121,625.27 to Coming Home, and \$21,569.23 to Maverick Boys & Girls Club. **Neighborhood Improvements:** \$174,478.82 was used for demolition activities, enhancing the safety and livability of targeted neighborhoods. **Program Administration:** \$319,984.75 was expended for the management and oversight of CDBG programs, ensuring compliance and effective service delivery.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City Wide Amarillo	92	91	
Community Development Target Area	8	9	

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

**Narrative**

**HOME**

The HOME program was designed in part to help advance choice in areas where affordable housing is available. The Community Development Department can utilize HOME funds in all areas of the city limits.

**CDBG**

Projects exclusive to the CDBG Target area include all Demolition and Clearance activities. We fund several subrecipients who are physically located in the CDBG TA, but their services are delivered to residents throughout the city.

## 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.**

### HOME

Community Development leverages HOME funding by providing a match of 25% from non-federal sources. These contributions for the program year came from the CHDO in the form of donated land and building material, volunteer labor, forgiven fees and liens, and miscellaneous cash contributions. The expenditure for CHDO projects and Admin was \$192,960.74 during the program year, and Habitat for Humanity provided \$77,297.18 in documented match throughout the program year. This does meet the CHDO match requirement.

Additionally, the City of Amarillo allocates general funds to support the administration of the HOME Program. The match provided by the general fund in 2023 was \$154,230.00. Due to spending rollover funds for the TBRA project in 2023, Community Development did not meet its match requirement. The City of Amarillo is short \$58,844.22 in Match funding for the year. The City of Amarillo allocated additional general funds dedicated to program match in 2024 to offset the existing deficit.

The 2023 fiscal year budget was approved by the Amarillo City Council on September 19, 2023. This included the general fund match used for salary dollars for the Grant Manager and Grant Monitors working in the program throughout the year. This match fund also provided supplies for the HOME program admin and HOME program trainings.

### CDBG

The CDBG Program did not utilize any publicly owned land to support projects during the 2023 program year.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	6,366
2. Match contributed during current Federal fiscal year	231,527
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	237,893
4. Match liability for current Federal fiscal year	290,371

<b>Fiscal Year Summary – HOME Match</b>	
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	(52,478)

**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
2958-Habitat 910	12/13/2023	0	0	0	0	14,253	0	0
2975-Habitat 908	07/01/2024	0	0	0	0	19,288	0	0
Funding for additional HOME admin provided by COA	10/01/2023	0	0	0	0	154,230	0	0
Habitat Volunteers	09/19/2024	0	0	0	0	23,206	0	0
Other	04/24/2024	0	0	0	0	20,550	0	0

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 begin-ning 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 \$
0	2,334	0	0	0

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	0	0	0			
Number	0	0	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**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		0		0		
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	25	77
Number of Non-Homeless households to be provided affordable housing units	0	137
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>25</b>	<b>214</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	25	214
Number of households supported through The Production of New Units	0	2
Number of households supported through Rehab of Existing Units	0	1
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>25</b>	<b>217</b>

Table 12 – Number of Households Supported

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

### HOME

Community Development focused on using HOME funds for TBRA, as supporting vulnerable populations and homelessness prevention is a community need identified by the department. The department has set the following household preferences for TBRA: families with children, elderly, disabled, and homeless or at risk of becoming homeless. With this focus, the department has moved away from new



construction projects (other than our CHDO activities), rehabilitation projects and/or acquisition projects. During this program year, the department was able to utilize the 2023 allocation and previous roll-over funding dedicated to the project. The payment standard was increased to match the payment standard of the department's Housing Choice Voucher (HCV) Program, as Fair Market Values made it challenging to locate housing that would qualify for the program. This change made it easier for tenants to identify safe housing that qualifies for the program. Additionally, we offered security deposit assistance to incoming clients pulled from the HCV waiting list.

### **CDBG**

Community Development placed a hold on the ERG - Emergency Repair program for LMI homeowners to revise the program policies and procedures to ensure the program followed HUD regulation. The program has since been rebranded, CARE, and the department is currently working through project applications and inspections to complete repairs. Due to this hold, the program did not meet its expenditure goal for the year, but as the hold has been remedied, projects are underway for program year 2024.

Community Development continues to partner with the local Area Agency on Aging to alleviate CDBG - CARE and Minor Repair funds for homeowners who are 60 or older and are approved for repairs to their home, excluding roof repair. AAA can pay up to \$4,995 for repairs for clients who qualify. This support will allow the City to utilize CDBG funding to assist additional clients.

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

### **HOME**

City of Amarillo's Tenant Based Rental Assistance (TBRA) served or continues to serve 214 households in the community qualifying as low- to moderate-income, including those with zero income. This number also includes our security deposit program. All tenants assisted in this program year fell under the 60% income limit for the HOME program. With these outcomes, the department will be able to confidently allocate and expend TBRA program funds annually. Additionally, we will continue to use HCV payment standards for the TBRA program.

### **CDBG**

The strategic plan identified the need for the City to provide more options to LMI homeowners. CDBG funds are allocated to support homeowners with needed repairs offered through the CARE program, ensuring homeowners can remain in their home. The prevention of homelessness and assistance to homeless populations remains a high priority need for the community as well. Since the CARE program is underway, we anticipate helping many more households in the coming year.

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

the eligibility of the activity.

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	1	190
Low-income	0	24
Moderate-income	0	2
<b>Total</b>	<b>1</b>	<b>216</b>

Table 13 – Number of Households Served

## Narrative Information

### CDBG

The CDBG actual number of households served deviates from the PR-23 report. In IDIS, the accomplishment was only entered in IDIS project 2966. The outcome is also generated in IDIS project 2969, but they are the same project. In the future, the City will set this up as one single project. IDIS project 2966 is the activity, and IDIS project 2969 supports the inspectors who execute IDIS project 2966. Therefore, project 2969 required an outcome, therefore duplicated the numbers.

**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 of Amarillo made meaningful progress in reducing and addressing homelessness during the 2023 program year through outreach efforts and the assessment of individual needs, utilizing targeted programs supported by CDBG and HOME funds.

**Reaching Out to Homeless Persons:**

The City collaborated with key community partners to provide outreach services aimed at identifying and assisting unsheltered individuals. Notable efforts included:

1. **Guyon Saunders Resource Center (GSRC):**
2. Funded with **\$55,000.00 in CDBG funds**, the GSRC served as a critical access point for unsheltered persons. The center provided day services, including day shelter, mail services, laundry, access to showers, storage, educational opportunities, and referral to supportive services. Outreach workers at the GSRC actively engaged with unsheltered individuals, assessing their immediate needs and connecting them to urgent resources and health services.
3. **Martha’s Home:**
4. With **\$23,500.00 in CDBG funds**, Martha’s Home supported homeless women and children by offering transitional housing and case management services. These services addressed individual needs, including access to housing, job readiness, and health resources.
5. **Coming Home:**
6. With **\$122,119.00 in CDBG funds**, Coming Home supported those experiencing homelessness by offering assistance and case management to help get individuals connect with necessary resources and progress from homelessness to supportive housing.
7. **Salvation Army:**
8. The Salvation Army was awarded **\$21,809.50** to support staffing for the nighttime shelter and case management services. Salvation Army has been able to increase their nighttime capacity and bed utilization over the last year.

**Assessing Individual Needs:**

Coming Home Outreach activities emphasized a personalized approach to understanding and addressing the challenges faced by homeless individuals:

- Case managers conducted needs assessments to evaluate barriers to housing stability, such as mental health issues, substance use disorders, or employment challenges.
- Collaboration with local service providers ensured that homeless individuals were referred to

the appropriate resources, including mental and physical health care, addiction recovery services, and job training programs.

**Progress and Impact:**

The City’s efforts contributed to significant strides in connecting unsheltered individuals to essential services and improving access to transitional and permanent housing. However, challenges such as increasing demand for services and limited capacity of providers underscored the need for continued investment in outreach and case management initiatives.

By prioritizing person-centered outreach and leveraging partnerships with community organizations, the City has taken essential steps toward reducing homelessness and addressing the needs of its most vulnerable populations.

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

The City of Amarillo prioritized addressing the needs of homeless individuals and families during the 2023 program year by providing a range of services, including connection to emergency shelter and transitional housing, and administering rental assistance programs. CDBG and HOME funds were strategically allocated to programs designed to stabilize individuals and help them transition to permanent housing solutions.

**CDBG**

Emergency Shelter Staff:

- The Guyon Saunders Resource Center (GSRC), supported with \$55,000.00 in CDBG funds, played a pivotal role in addressing daytime shelter needs by provided essential services such as meals, hygiene facilities, and connections to supportive resources. The center supported immediate stabilization for unsheltered individuals.
- The Salvation Army Hand-Up Project received \$21,809.50 to provide emergency shelter and supportive services. The program targeted homeless individuals needing immediate housing assistance while helping them access resources to stabilize their circumstances.

Transitional Housing Needs:

- Martha’s Home, funded with \$23,500.00 in CDBG funds, provided transitional housing and supportive services to women and children experiencing homelessness. The program focused on helping residents build life skills, access counseling, and secure employment, empowering them to move toward permanent housing stability.
- Case management services were integral to transitional housing efforts, with a focus on addressing barriers to housing, such as employment gaps, financial instability, and access to mental health services.

## HOME

### Tenant-Based Rental Assistance (TBRA):

- The City utilized \$882,047.47 in HOME funds to administer the TBRA program, which provided direct rental assistance to homeless individuals and families or those at risk of homelessness. The program focused on stabilizing households by offering rental subsidies and security deposits.
- TBRA served as a critical bridge for individuals transitioning from emergency shelters or unstable housing situations to permanent, stable rental units. The program also supported landlords and property owners by providing technical assistance, ensuring smooth participation in the program and compliance with federal requirements.

### Progress and Challenges:

The City's multifaceted approach addressed the immediate and transitional housing needs of its homeless population while leveraging TBRA to provide long-term housing solutions. However, challenges such as increasing demand for services, limited shelter and housing capacity, and rising rental costs highlighted the need for ongoing investment and resource expansion.

Through strategic use of CDBG and HOME funds, the City demonstrated its commitment to reducing homelessness and supporting vulnerable populations by providing comprehensive housing solutions tailored to the community's 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 Amarillo implemented targeted programs and leveraged HOME and CDBG funds to help low-income individuals and families avoid homelessness, focusing on extremely low-income populations and those transitioning from publicly funded institutions and systems of care.

### Tenant-Based Rental Assistance (TBRA):

- The TBRA program played a critical role in homelessness prevention. This program provided rental subsidies and security deposits to low-income households, particularly those at imminent risk of homelessness due to financial instability.

The City's TBRA program has elected to, as an eligible provision under the Code of Federal Regulations, set the following preference for tenant eligibility under the program. Households assisted with Rental

and/or Security Deposit Assistance under the HOME Program must be one of the following at the time of application for assistance:

- Homeless
- Risk of homelessness
- Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking
- Other Populations where providing supportive services or assistance would prevent the family's homelessness or would serve those with the greatest risk of housing instability

This safety net was instrumental in preventing recidivism and homelessness among vulnerable individuals.

#### **Support for Vulnerable Populations:**

- Partnerships with local service providers ensured that vulnerable individuals received comprehensive support. This included connections to mental health services, employment programs, and educational resources to foster long-term stability.
- The City worked closely with shelters and agencies like the **Guyon Saunders Resource Center, Family Support Services, the Salvation Army, and Martha's Home**, which provided resources and referrals to housing assistance programs.

#### **Coordination with Public and Private Agencies:**

- The City collaborated with public and private agencies addressing housing, health, social services, employment, and youth needs. These partnerships ensured a holistic approach to preventing homelessness by combining housing assistance with access to supportive services such as job training, financial literacy programs, and health care.

#### **Challenges and Progress:**

The City's efforts successfully reduced the risk of homelessness for many low-income households and individuals. However, challenges such as limited funding, rising rental costs, and the need for more affordable housing options highlighted the need for expanded resources and stronger interagency coordination.

In 2023, Community Development worked to design the HOME ARP supportive services project, ensuring those at risk of homelessness receive necessary services to promote housing stability. This program launches in the fall of 2024 and is open to referrals from community agencies.

Through its proactive approach and targeted use of federal funds, the City of Amarillo continues to address the root causes of homelessness while preventing at-risk individuals and families from entering the cycle of housing instability.

**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**

### **HOME**

The City of Amarillo offers the TBRA program to qualifying households who are unable to pay their rent. Not only does our program target those who are homeless or at risk of becoming homeless, it also targets families with children. Additionally, the City's HOME-assisted units provide more affordable housing to low-income households in our community and include properties big enough for families with children. One service the TBRA program offers is the chance for these qualifying households to transition to the Housing Choice Voucher program. For households interested in the HCV program, HOME staff works with the household and HCV staff regarding required paperwork for tenants in order ensure a smooth transition between programs.

### **CDBG**

The City of Amarillo does not own or operate Public Housing.

The City of Amarillo Housing Authority, administered by Community Development, manages the Housing Choice Voucher program. The HCV program prioritizes those experiencing homelessness and partners with ESG, Coming Home, HOME - TBRA and other homeless service agencies to provide permanent housing to families/individuals who have experienced homelessness or are at risk of homelessness.

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

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

**CDBG and HOME Investment Partnership Program:** The City of Amarillo does not operate public housing.

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

**CDBG and HOME Investment Partnership Program:** The City of Amarillo does not operate public housing but does administer the Housing Choice Voucher program.

HCV participants are also encouraged to participate and enroll in the Family Self Sufficiency Program. The FSS program offers families the opportunity to continue to receive rental assistance while increased wages are deposited into a savings account for use in advancing self-sufficiency. Saved funds can be used to assist with tuition, vehicle purchase, or a down payment to purchase a home.

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

**CDBG and HOME Investment Partnership Program:** The City of Amarillo does not operate public housing but does administer the Housing Choice Voucher program. There are no PHAs designated as troubled in the City of Amarillo area.



## **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)**

**CDBG and HOME Investment Partnership Program:** In reference to the five-year 2020-2024 Consolidated Plan, no public policy barriers to affordable housing and residential investment(s) were identified nor were any identified this program year. The City has established a community engagement model that fosters public education, solicits input from the community to inform the City of actions to ameliorate the impediments to fair housing. Community Development also maintains a great partnership with the City of Amarillo's Building Safety and Planning Departments, ensuring communication will be transparent when issues arise.

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

### **HOME**

The City of Amarillo offers the TBRA program to qualifying households who are unable to afford rent. Preferences for this program are as follows: families with children, elderly, disabled, and those who are homeless or at risk of becoming homeless. Additionally, the City's HOME-assisted units provide more affordable housing for low-income households in our community and include units large enough for families with children. One service the TBRA program offers is the chance for these qualifying households to transition to the HCV program. For interested families, HOME staff work with the household and HCV staff to secure and complete required paperwork to ensure a smooth program transition.

### **CDBG**

The City of Amarillo determined that assisting those experiencing homelessness and prevention of homelessness are great needs in the city. Several actions were taken to meet these needs, specifically through the allocation of Public Service funding.

**Coming Home:** Provision of Homeless Outreach and services to those experiencing homelessness, identifying individual needs and assisting eligible persons with connection to necessary resources, including supportive housing.

**Maverick Boys and Girls Club of Amarillo:** Maverick subsidizes childcare for zero and low-income families, including care offered after school, during holiday and summer breaks. This assistance helps prevent families from falling into homelessness.

**Guyon Sanders Resource Center (GSRC):** The GSRC provides day services to those experiencing

homelessness including day shelter, mail services, laundry, access to showers, storage, educational opportunities, and referral to supportive services.

**Salvation Army:** The Salvation Army offers nighttime shelter and case management to those experiencing homelessness. The Salvation Army has been able to increase their nighttime capacity and bed utilization over the last year.

**Martha's Home:** Martha's Home support provides transitional housing and case management services for women and children experiencing homelessness. These services address individual needs, including access to housing, job readiness, and health resources, as families work toward self-sufficiency.

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

**HOME**

The City's TBRA program follows the same requirements as the HCV program and requires a Housing Quality Standards inspection. This inspection includes assesses lead-based paint hazards in the home. If lead hazards are identified, the unit will automatically fail an inspection. The landlord has the option to fix the issue, or the client must find another unit. This helps avoid client exposure to lead-based paint hazards.

**CDBG**

CDBG requirements for the CARE program require inspection and evaluation of lead-based paint hazards. LBP requirements must be met for every household that seeks assistance through federally funded programs regardless of the year built.

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

**CDBG**

The Community Development Department facilitated efforts to bring various groups together to achieve community goals, coordinate services, or encourage joint projects. All assistance and programs funded through CDBG or the Housing Authority are listed with the United Way 2-1-1 statewide referral system. The Community Development Department continues to provide onsite and desk technical assistance to non-profits, coalitions, and neighborhood groups, who share an interest in developing affordable housing or providing services for low-income households.

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

**CDBG**

The City of Amarillo worked with a variety of subrecipient non-profit organizations to develop and implement the projects and activities described in the 2023 Annual Action Plan and Con Plan. Technical Assistance was provided throughout the program year to CDBG subrecipient organizations implementing activities. Technical assistance was also provided and available to community groups and local non-profits who shared an interest in developing projects for future funding consideration. We continue to utilize the Neighborly software to make it easier for subrecipients to apply for funding and submit their monthly reports.

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

**HOME**

HOME-TBRA partnered with the Coming Home Housing Navigation Team to facilitate communication and coordination with landlords and tenants. The Housing Navigation Team provides supportive services to households in the form of housing searches, assistance with paperwork, and liaising with property owners. The Housing Navigation Team has established an excellent rapport with many leasing agents and property owners throughout the city. This relationship encourages landlord participation in the HOME-TBRA program while also providing advocacy and support for clients. This coordination has enhanced program participation and housing options for clients.

**CDBG**

The Community Development Department facilitated efforts to bring various groups together to achieve community goals, coordinate services, and encourage joint projects. The Department also administered homeless programs and evaluated other homeless service needs in the community. All assistance and programs funded through CDBG or the Housing Authority are listed with the United Way 2-1-1 statewide referral system. The Community Development Department continues to provide onsite and desk technical assistance to developers, non-profits, coalitions, neighborhood groups, etc. who share an interest in developing housing projects or special activities related to CDBG and HOME Programs.

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

**Per Section 7 of the 2020 AI Summary and Proposed remedial actions The City of Amarillo - Community Development Department has participated in the following actions during the FY2023**

The Community Development Housing Manager has increased the HCV payment standards to better serve renters and landlords. This change to the payment standard resulted in identifying more landlords who were willing to participate in the HCV program. This increased property availability to HCV participants, advancing fair housing.

The Grant Team, Coming Home, and HCV all attended a Fair Housing Training hosted by Texas Department of Housing and Community Affairs. The training emphasized:

- **Understanding Legal Protections:** Identifying housing discrimination based on race, color, religion, sex, national origin, disability, or familial status.
- **Recognizing Violations:** Key practices like discriminatory advertising, denial of housing, and inequitable loan or insurance terms.
- **Compliance and Accessibility:** Requirements for accommodations and accessibility in housing for individuals with disabilities.
- **Complaint Procedures:** How to file complaints and seek remedies through HUD or legal avenues.

This training strengthened the team's ability to identify, prevent, and respond to housing discrimination effectively.

**Per Section 7 of the 2020 AI- a potential concern identified was banking/finance factors.**

The Department works closely with the City of Amarillo's IT team to address and resolve security issues. Additionally, the separation of duties between the Department and the City's Finance Department, help ensure limited access to banking and financial resources.

The City's Purchasing Department has implemented a new third-party system, Payment Works, to verify and validate all vendors, eliminating potential scammers. All vendors who work with Community Development must complete the registration process and be verified by Payment Works before doing business with a vendor.

Additionally, Community Development worked with Berry Dunn, a financial consultant firm, to identify needed processes and procedures for grant-funded departments. With the help of Berry Dunn, Community Development developed materials and processes the City of Amarillo will review and adopt for all grant departments, while also adopting some of the Finance practices recommended by the consultant.

Community Development also hired a CPA to serve as the Department's Financial Accountant and Grant Compliance Specialist to oversee all internal and intradepartmental financial tasks. She will also conduct regular internal program audits and support subrecipient monitoring processes.

## **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**

### **CDBG**

CDBG Program Coordinator utilizes HUD created tools to conduct desk monitoring and in-person reviews of all CDBG funding on a yearly basis. The CDBG team also uses the CDBG desk guide and HUD Exchange for extensive online training and manuals to ensure protocol and compliance. The Neighborly software is utilized for all subrecipients funded through CDBG and allows for keeping track of budgets, draws, client reports, communication and monitoring all in one software for ease of reporting and tracking.

In 2024, the Department implemented a new contractor orientation/training. This training was extended to LMI neighborhoods and family-owned businesses in the community to practice the MBE/Section 3 requirements.

### **HOME**

The City did not monitor any projects due to staffing challenges and turnover. The City has created its own corrective action plan to ensure compliance in the next program year.

## **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 Community Development Department incorporated citizen participation from the initial planning and allocation of the FY2023 CDBG and HOME funds through the review and approval of annual reports and through the Community Development Advisory Committee (CDAC) public meetings. All public meetings/hearings are publicly noticed and published no less than 72-hours prior to the start. Citizen participation is encouraged during all public meetings. City Council meetings and hearings are also publicly noticed and published no less than 72-hours prior to the start of a meeting. Community

Development also publicly noticed and provided a 30-day comment period for the Annual Action Plan. The Department annually publishes a notice of availability of the Consolidated Annual Performance Evaluation Report (CAPER) for public comment for a period of 15 days.

**CR-45 - CDBG 91.520(c)**

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

There were no significant changes in any of our programs during the 2023 year.

**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 24 CFR 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 24 CFR §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.

The City did not perform any inspections on any projects due to staffing challenges and turnover. The City has created its own corrective action plan to ensure compliance in the next program year.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)**

Future actions to improve upon effectiveness will consist of providing technical assistance to owners and developers regarding affirmative marketing and rental practices. Further oversight of affirmative marketing actions to owners and developers will also be required.

### **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**

The City received \$2,333.79 in program income in HOME TBRA. This was due to an overpayment of rent. The landlord repaid this amount back to TBRA. This program income was not spent during this fiscal year. The amount will be drawn in the next HOME TBRA draw.

### **Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 24 CFR 91.320(j)**

Through HOME TBRA, the City subsidized rental assistance for 214 zero to low-income families. This is a distinct need identified in our community through the strategic planning document.

HOME supported the construction of two affordable housing units for low-income households through the City's CHDO allocation.



### CR-58 – Section 3

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

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

**Table 14 – Total Labor Hours**

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

Other.					
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**Table 15 – Qualitative Efforts - Number of Activities by Program**

**Narrative**

CDBG & HOME - N/A

Nothing to report in this section.