

## 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.

Community Development Block Grant (CDBG) Program Year 4 (FY 2018) was quite successful for the City of Bowling Green. CDBG FY 2018 began September 1, 2018 and concluded August 31, 2019. A total of \$605,717.85 in funds were available to the City to implement CDBG activities in FY 2018. This amount represents unexpended CDBG funding from FY 2017, FY 2018 Entitlement funding, Business Revolving Loan Fund (RLF) revenues and funds returned to the Line of Credit (LOC) (\$838.46) which represents Worker's Compensation dollars (originally expensed from the CDBG fund) that were refunded by the State of Ohio during the program year. In the course of achieving (and in some instances exceeding) all planned CDBG FY 2018 goals, the City of Bowling Green also leveraged nearly \$572,385 from other federal grants, local, state, private and other funds. Added detail found in CR-15 and CR-35 of this Report.

Yet again, in FY 2018, Bowling Green administered CDBG funds responsibly and in a federally compliant manner. CDBG expenditures were timely (approximately .57 years' worth of funding was unexpended at the close of the program year; meeting the federal standard of 1.5 or less years). Total administrative/planning costs comprised an 8.91 percent (8.91%) share and were well under the CDBG benchmark of twenty percent (20%); meeting the first standard of HUD's two-pronged test. Regarding the grant-based accounting test, \$40,598.78 (14.07%) was expended (in FY 2018) from the FY 2018 allocation for CDBG administrative/planning costs; keeping this expense under the required 20 percent (20%) cap as well (A JPEG, below, provides added detail of this). Public service expenses in FY 2018 totaled \$43,000 (7.99%), which is less than the 15 percent (15%) cap established by the federal government. The total program income (solely representing Business RLF revenues) earned in FY 2018 was \$211,809.11. Per the amended FY 2018 Annual Action Plan, the projected program income amount is \$215,575--well within the \$25,000 acceptable differential prescribed by HUD. In FY 2018, combined CDBG and RLF expenditures totaled \$442,070.18. When compared to the entitlement allocation of \$288,575, this results in a spending level of approximately 153 percent; meeting the funder's acceptable standard of 50 percent or greater. In an effort to maximize program effectiveness, *one hundred percent (100%) of the CDBG funded non-administrative/planning projects carried out in FY 2018 benefitted persons with lower incomes.*

The City of Bowling Green met or exceeded all planned outcomes in CDBG FY 2018. *The attached JPEG file (at the bottom of this section, entitled "CDBG FY 2018 At-a-Glance Progress") provides an overview of CDBG accomplishments during the funding year. Added specific information on how activities address objectives--which provides the reader with an overall assessment of performance--is located within the next narrative (at the bottom of this section). Here, a table displays all FY 2018 activities along with more detailed outcome data. Another table (see "CDBG Five-*

year Strategic Plan Goal Progress" below), provides a quick summarization of the City's progress (to date, through CDBG Program Year 4) toward meeting the Consolidated Plan goals.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
B.G. Transit (public transportation)	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	448	383	85.49%	82	99	120.73%
B.G. Transit (public transportation)	Non-Homeless Special Needs	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
B.G. Transit (public transportation)	Non-Homeless Special Needs	CDBG: \$	Homelessness Prevention	Persons Assisted		0				
Businesses Assisted in LMAs via Business RLF Loans	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	0	0		0	0	
Businesses Assisted in LMAs via Business RLF Loans	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	5	4	80.00%	1	1	100.00%

Direct Homeownership Assistance	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	3	2	66.67%			
Elderly Home Repair	Affordable Housing Non-Homeless Special Needs Decent Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	30	24	80.00%	7	8	114.29%
Fair Housing	Planning and Administration	CDBG: \$	Other	Other	5	4	80.00%	1	1	100.00%
General Administration	Planning & Administration	CDBG: \$	Other	Other	5	4	80.00%	1	1	100.00%
Home Repair	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	5	4	80.00%	1	1	100.00%
Housing Rehabilitation Implementation	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	7	5	71.43%	2	2	100.00%
Housing Rehabilitation Implementation	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	74	60	81.08%	17	18	105.88%
Housing Rehabilitation Implementation	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	3	2	66.67%			
Job Creation via RLF Business Loans	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	37	31	83.78%	6	6	100.00%

Job Creation via RLF Business Loans	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	0			0		
Mobile Home Repair	Affordable Housing Decent Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	41	32	78.05%	9	9	100.00%
Rental Rehabilitation (Single Units)	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	7	5	71.43%	2	2	100.00%
Transitional Housing for the Homeless	Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0					
Transitional Housing for the Homeless	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	533	472	88.56%	88	115	130.68%

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 Bowling Green successfully addressed all CDBG priorities and specific objectives as identified in the FY 2018 Annual Action Plan; meeting or exceeding all planned goals. All activities undertaken during CDBG FY 2018 were high priority (see Assessed Use of CDBG Funds table below). As a result of actions taken in FY 2018, CDBG activities resulted in housing that was more decent/affordable, a more suitable living environment and expanded economic opportunities for persons at lower income levels. **Mobile Home Repair:** Obj: Provide decent housing. MA: 14A Outcome: Accessibility Nat Obj: LMH Outcome Statement: Increase access to improved housing for the purpose of creating decent housing. Indicator: 9 units repaired. **Rental Rehabilitation:** Obj: Provide decent/affordable housing. MA: 14A Outcome: Accessibility Nat Obj: LMH Outcome Statement: Increase access to improved housing for the purpose of creating decent housing. Indicator: 2 units rehabilitated and made more affordable. **Housing Rehabilitation Implementation:** Obj: Provide decent housing. MA: 14H Outcome: Accessibility Nat Obj: LMH Outcome Statement: Increase access to improved housing for the purpose of creating decent housing. Indicator: 20 housing units were collectively repaired/rehabilitated (18 owner occupied; 2 rentals). **Elderly Home Repair:** Obj: Provide decent housing. MA:

14A Outcome: Accessibility Nat Obj: LMH Outcome Statement: Increase access to improved housing for the purpose of creating decent housing. Indicator: 8 units repaired. **Home Repair:** Obj: Provide decent housing. MA: 14A Outcome: Accessibility Nat Obj: LMH Outcome Statement: Increase access to improved housing for the purpose of creating decent housing. Indicator: 1 unit repaired. **B.G. Transit:** Obj: Provide a more suitable living environment. MA: 05E Outcome: Accessibility Nat Obj: LMC Outcome Statement: Provide increased access to services for the purpose of creating a more suitable living environment. Indicator: 99 persons received improved access. **Transitional Housing for the Homeless:** Obj: Provide a more suitable living environment. MA: 05 Outcome: Accessibility Nat Obj: LMC Outcome Statement: Provide increased access to services; creating a more suitable living environment. Indicator: 115 homeless served. **Fair Housing:** MA: 21D **Administration:** MA: 21A **RLF Job Creation:** Obj: Provide expanded economic opportunities. MA: 18A Outcome: Access. NatObj: LMJ Outcome Statement: Increase access to jobs for lower-income persons; creating expanded economic opportunities. Indicator: 3 jobs created; 3 jobs retained. **RLF Business Assistance:** Obj: Provide expanded economic opportunities. MA: 18A Outcome: Access. NatObj: LMA Outcome Statement: Increase access to goods/services in low-income area. Indicator: 1 business assisted.

## At-a-Glance Progress FY 2018

### CDBG FY 2018 At-a-Glance Progress

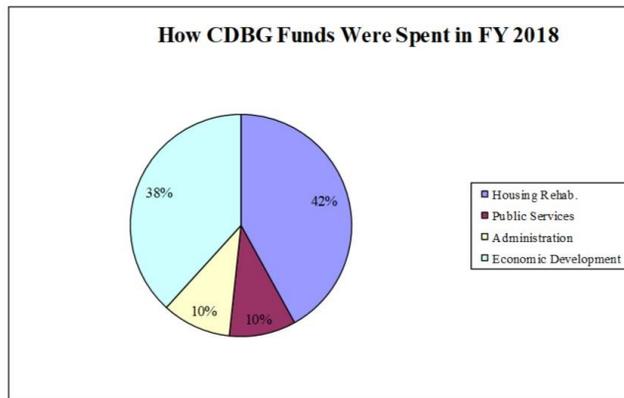
Activity	Unused CDBG Funds from Prior CDBG Year	FY 2018 CDBG	Drawn Using Funds Returned to Line-of-Credit	Business Revolving Loan Fund	Total CDBG and RLF Funding Expended FY 2018	Planned FY 2018 Outcomes	Actual FY 2018 Outcomes
Mobile Home Repair	\$2,999.00	\$23,570.00	\$0.00	\$0.00	\$26,569.00	9 hsg. units	9 hsg. units
Housing Rehabilitation Administration	\$7,001.00	\$72,444.26	\$0.00	\$0.00	\$79,445.26	19 hsg. units	20 hsg. units
Elderly Home Repair	\$0.00	\$43,915.00	\$0.00	\$0.00	\$43,915.00	7 hsg. units	8 hsg. units
Rental Rehabilitation	\$0.00	\$27,746.00	\$0.00	\$0.00	\$27,746.00	2 hsg. units	2 hsg. units
Home Repair	\$0.00	\$7,825.00	\$0.00	\$0.00	\$7,825.00	1 hsg. unit	1 hsg. unit
B.G. Transit	\$9,923.31	\$27,076.69	\$0.00	\$0.00	\$37,000.00	82 persons	99 persons
Transitional Housing for Homeless	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	88 persons	115 persons
Fair Housing	\$0.00	\$3,974.50	\$0.00	\$0.00	\$3,974.50	n/a	n/a
General Administration	\$1,516.37	\$36,624.28	\$1,749.12	\$0.00	\$39,889.77	n/a	n/a
RLF General Administration	\$0.00	\$0.00	\$0.00	\$705.65	\$705.65	n/a	n/a
RLF Job Creation Loans	\$0.00	\$0.00	\$0.00	\$159,000.00	\$159,000.00	6 jobs	6 jobs
RLF Business Assistance Loans (LMA)	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	1 business	1 business
<b>TOTAL</b>	<b>\$21,439.68</b>	<b>\$249,175.73</b>	<b>\$1,749.12</b>	<b>\$169,705.65</b>	<b>\$442,070.18</b>		

**Assessed Use of Funds FY 2018**

**Assessed Use of CDBG Funds FY 2018**

<b>Activity</b>	<b>Priority Level</b>	<b>Objective</b>	<b>Need or Desired Outcome</b>	<b>Goal</b>	<b>Actual</b>	<b>Total CDBG Funds</b>
Elderly Home Repair	High	Decent, Affordable Housing	Access	7 housing units	8 housing units	\$43,915.00
Mobile Home Repair	High	Decent, Affordable Housing	Access	9 housing units	9 housing units	\$26,569.00
Rental Rehabilitation	High	Decent, Affordable Housing	Access	2 housing units	2 housing units	\$27,746.00
Home Repair	High	Decent, Affordable Housing	Access	1 housing unit	1 housing unit	\$7,825.00
Housing Rehabilitation Implementation	High	Decent, Affordable Housing	Access	19 housing units	20 housing units	\$79,445.26
B.G. Transit	High	Suitable living environment	Access	82 persons	99 persons	\$37,000.00
Transitional Housing for the Homeless	High	Suitable living environment	Access	85 persons	115 persons	\$6,000.00
Job Creation via RLF-funded Business Loans	High	Create economic opportunities	Access	6 FTE jobs	6 FTE jobs	\$159,000.00
Business Assistance Loans in LMA	High	Create economic opportunities	Access	1 business	1 business	\$10,000.00
Fair Housing	n/a	na/	n/a	n/a	n/a	\$3,974.50
Administration	n/a	n/a	n/a	n/a	n/a	\$39,889.77
RLF General Administration	n/a	n/a	n/a	n/a	n/a	\$705.65
<b>TOTAL</b>						<b>\$442,070.18</b>

### How CDBG Funds Spent in FY 2018



**Funds Made Available in FY 2018**

**CDBG Funds Made Available  
in FY 2018**

<b>Funding Source</b>	<b>Amount Made Available</b>
Unexpended Funds at End of FY 2017	\$104,495.28
Entitlement Grant FY 2018	\$288,575.00
Funds Returned to the Line-of-Credit	\$838.46
FY 2018 RLF Revenues	\$211,809.11
<b>TOTAL</b>	<b>\$605,717.85</b>

## Strategic Plan Progress Detail

### CDBG Five-year Strategic Plan Goal Progress (through FY 2018)

Activity	Goals Planned				Outcomes Recorded			
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2015	FY 2016	FY 2017	FY 2018
Mobile Home Repair	8 housing units	7 housing units	8 housing units	9 housing units	8 housing units	7 housing units	8 housing units	9 housing units
Housing Rehabilitation Administration	17 housing units	15 housing units	15 housing units	19 housing units	17 housing units	15 housing units	15 housing units	20 housing units
Elderly Home Repair	8 housing units	3 housing units	5 housing units	7 housing units	8 housing units	3 housing units	5 housing units	8 housing units
Home Repair	1 housing unit	2 housing units	n/a	1 housing unit	1 housing unit	2 housing units	n/a	1 housing unit
Public Transportation	70 persons	75 persons	80 persons	82 persons	84 persons	97 persons	103 persons	99 persons
Transitional Housing for Homeless	75 persons	80 persons	85 persons	88 persons	129 persons	113 persons	115 persons	115 persons
Fair Housing	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
General Administration	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
RLF General Administration	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
RLF Job Creation Loans	7 jobs	4 jobs	4 jobs	6 jobs	7 jobs	7 jobs	11 jobs	6 jobs
RLF Business Assistance Loans (LMA)	1 business	0 business	2 businesses	1 business				
Rental Rehabilitation	n/a	1 housing unit	2 housing units	2 housing units	n/a	1 housing unit	2 housing units	2 housing units
Direct Homeownership Assistance	n/a	2 housing units	n/a	n/a	n/a	2 housing units	n/a	n/a

**Breakdown of How Administrative Expenses Funded in FY 2018**

**Breakdown of How Administrative Expenses Drawn in FY 2018**

FY 2018 CDBG Grant Allocation:	\$288,575	
20%=	\$57,715	
ADMIN amount spent <b>to date</b> during 2018 program year:	\$44,569.92	
<b>Amount of that representing EN FY 2018 grant funding:</b>	<b>\$40,598.78</b>	<b>14.07%</b>
Amount of that representing RLF funds:	\$705.65	
Amount of that representing EN FY 2017 grant funding:	\$1,516.37	
Amount of that representing EN FY 2015 grant funding:	\$910.66	
Adjusted amount representing LOC ret'd funds expensed	\$838.46	

**At-a-Glance Strategic Plan Goals Met**

**CDBG Five-year Strategic Plan Goal Progress ( FY 2015-2018)**

<b>Activity</b>	<b>Plan Years to be Undertaken</b>	<b>Percent Outcomes Completed through FY 2018</b>
Mobile Home Repair	FY 2015-2019	78%
Housing Rehabilitation Administration	FY 2015-2019	80%
Elderly Home Repair	FY 2015-2019	80%
Home Repair	FY 2015-2016, 2018-2019	80%
B.G. Transit	FY 2015-2019	85%
Transitional Housing for Homeless	FY 2015-2019	89%
Fair Housing	FY 2015-2019	n/a
General Administration	FY 2015-2019	n/a
RLF General Administration	FY 2015-2019	n/a
RLF Job Creation Loans	FY 2015-2019	84%
RLF Business Assistance Loans (LMA)	FY 2015-2019	80%
Rental Rehabilitation	FY 2016-2019	71%
Direct Homeownership Assistance	FY 2016, 2019	67%

**Progress Meeting Highest Priorities and Specific Objectives**

**CDBG FY 2018**

**Progress in Meeting Priority Needs and Specific Objectives**

<b>CDBG Activity</b>	<b>Priority Need</b>	<b>Specific Objective</b>	<b>Outcomes Planned</b>	<b>Outcomes Achieved</b>
Mobile Home Repair	Decent, affordable housing	Increase accessibility	9 housing units	9 housing units
Housing Rehabilitation Administration	Decent, affordable housing	Increase accessibility	19 housing units	20 housing units
Elderly Home Repair	Decent, affordable housing	Increase accessibility	7 housing units	8 housing units
Rental Rehabilitation	Decent, affordable housing	Increase accessibility	2 housing units	2 housing units
Home Repair	Decent, affordable housing	Increase accessibility	1 housing unit	1 housing unit
B.G. Transit	Suitable living environment	Increase accessibility	82 persons	99 persons
Transitional Housing for the Homeless	Suitable living environment	Increase accessibility	88 persons	115 persons
Fair Housing	n/a	n/a	n/a	n/a
General Administration	n/a	n/a	n/a	n/a
RLF General Administration	n/a	n/a	n/a	n/a
RLF Job Creation	Expanded economic opportunity	Increase accessibility	6 FTE jobs	6 FTE jobs

**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	227
Black or African American	7
Asian	4
American Indian or American Native	2
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>240</b>
Hispanic	12
Not Hispanic	228

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

**Narrative**

NOTE: Due to an error with the IDIS CAPER template, the table above does not include a category for "American Indian or American Native and White" or "Asian and White" demographics. Two individuals selected "American Indian or Native American and White" versus "American Indian or Native American" (as displayed above) in FY 2018. Since there was no category for "Asian and White," the one person indicating this demographic is noted above as "Asian," along with the three persons actually representing said demographic. The table below (in JPEG format), entitled "Demographics of Persons Assisted via CDBG in FY 2018" provides the correct numerical breakdowns by race and CDBG activity type.

Regarding the City of Bowling Green's CDBG Programs, all persons served meet income and other eligibility requirements and are served on a first-come, first-served basis without discrimination. In full accordance with the laws established by the United States Department of Housing and Urban Development, the City of Bowling Green prohibits unlawful discrimination in all federally-assisted programs (including CDBG) based on race, color, national origin, religion, sex, family status and disability. This same language is found on all program materials and the City's web page dedicated to CDBG programming (<http://www.bgohio.org/departments/municipal-administrator/grants-administration/community-development/>). Bowling Green's City Council-approved CDBG Policy & Procedures Handbook contains the following policies to ensure equitable practices: a policy for affirmative marketing practices, a policy to ensure undertaken CDBG activities are in compliance with CDBG, Equal Opportunity, Civil Rights and Fair Housing Requirements and a policy mandating that offices, services and materials are accessible for disabled persons. Additionally, Bowling Green's City Council-approved Citizen Participation Plan strongly encourages participation from local minority and non-English speaking persons as well as from those with disabilities. This same plan sets forth provisions for persons requiring technical and interpretive assistance, accessible meeting locations, and the ability to provide materials in alternate formats. The City's Limited English Proficiency Plan provides

added accommodations for persons with limited skills speaking the English language.

As in the past, the City of Bowling Green tracked the number of female heads of household served in FY 2018 as well as the type of assistance rendered within the funding year. An added JPEG table (below) provides the number of female heads of household served by activity category during FY 2018.

**Demographics of Persons Assisted via CDBG in FY 2018**

Activity	White	Black or African American	Asian	American Indian or American Native & White	Asian & White	Total Hispanic
Housing Programs	20	0	0	0	0	1
Transitional Housing for the Homeless	108	4	3	0	0	9
B.G. Transit	93	3	0	2	1	2
Job Creation via Business RLF Loans	6	0	0	0	0	0
<b>Total Served</b>	<b>227</b>	<b>7</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>12</b>

**Female Head of Households Served via CDBG in FY 2018**

Activity	Total # Female Heads of Household
Housing Programs	13
Transitional Housing for the Homeless	14
B.G. Transit	38
Job Creation via Business RLF Loans	3
<b>Total Served</b>	<b>68</b>

## 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	605,718	442,070

Table 3 - Resources Made Available

### Narrative

The City of Bowling Green had a total of \$605,717.85 in CDBG resources available for program use in FY 2018. The breakdown of those resources is as follows:

**Unexpended CDBG Funds at End of Previous Program Year (includes Business Revolving Loan Fund (RLF) dollars):** \$104,495.28 (\$22,350.34 EN (unused FY 2017 funds); \$82,144.94 RL (received in FY 2017)).

**FY 2018 Entitlement Grant:** \$288,575.00

**FY 2018 Program Income (Business RLF Program Income):** \$211,809.11.

**Funds Returned to the Line-of-Credit in FY 2018:** \$838.46. These dollars consist of funding spent in both the current and prior CDBG years and rebated back by the State of Ohio (as Worker's Compensation rebates) during Program Year 4.

During CDBG FY 2018, there was 442,070.18 in expenditures. Planning and Administration expenses comprised \$44,569.92 and included the \$838.46 in rebates returned to the LOC and expenses from the Business RLF. One hundred percent (100%) of the remaining \$397,500.26 benefitted persons with low and moderate incomes.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Census Tract 217.01			See narrative below.
Census Tract 217.02			See narrative below.

Table 4 – Identify the geographic distribution and location of investments

### Narrative

Bowling Green has identified no formal target areas for CDBG programming. Need exists *throughout* Bowling Green--especially as it relates to housing affordability and decency. The exception to this is the activity of business assistance (a LMA activity funded with Business Revolving Loan Funds (RLF)). All

other CDBG activities are undertaken citywide, first-come, first-serve to all who meet income and programmatic eligibility. Regarding the aforementioned business assistance activity, RLF funds assisted one business in FY 2018. This loan (IDIS Activity # 658) was to a business within Bowling Green's Special Improvement District (the Downtown Business area which spans portions of two census tracts (217.01 and 217.02)--both with greater than 51 percent low-moderate income residency). As a result of the Business Assistance loan made from the City's Business RLF in FY 2018, 3,435 lower income persons living in census tract 217.02 had improved access to goods and services within their neighborhood. Census tract 217.02 has 71.41 percent (71.41%) lower-income residency.

## **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.**

### **Leveraging**

CDBG dollars (\$37,000) for the public service activity entitled "B.G. Transit" were leveraged along with various other sources of funding (Other Federal Funds (\$250,691), State/Local Funds (\$219,561), and Private Funds (\$69,620.75) in order to offer reduced transit fares to older and disabled adults (all new users of the local public transportation system).

By program design, the City's CDBG-funded Rental Rehabilitation Program requires participating property owners to contribute no less than 50 percent of the total project cost. The City of Bowling Green completed two CDBG Rental Rehabilitation activities in FY 2018. The combined CDBG total for these two projects is \$27,746. The property owners collectively contributed \$31,311.37 (private funds), which is slightly more than the required 50 percent share per project.

For the public service activity of Transitional Housing for the Homeless, the City and sub-recipient (The Salvation Army) pooled resources to provide transitional housing for persons experiencing homelessness. The City leveraged CDBG funds (\$6,000) with funding from The Salvation Army (\$1,200) in FY 2018 (These dollars are identified as "Other Funds."). As a result, 115 persons that were homeless received sheltering (transitionally) and linkages to resources to assist them out of homelessness.

The JPEG table in CR-35 (Added insights on leveraging are found in section CR-35 of this CAPER (JPEG entitled "Funds Leveraged for CDBG FY 2018"). The table sets forth how the City leveraged various sources of funding (totaling \$572,384.84) aside from CDBG dollars

with CDBG funds expensed in FY 2018 (\$442,070.18) to carry out CDBG-funded programming. One added JPEG is located within CR-35 as well. This one is a chart displaying percentages showing how the City leveraged CDBG funds in FY 2018.

### **Matching Requirements Met**

The City of Bowling Green does not receive HOME funding. However, the City used CDBG funds to meet match requirements as noted below:

- **B.G. Transit:** The City of Bowling Green received a 5311 Rural Public Transit grant from the Federal Transit Administration (FTA) and the Ohio Department of Development (ODOT). The funds are contingent upon the City securing an established match dollar amount annually. In FY 2018, the City used CDBG funds (totaling \$37,000) to satisfy (in part) this requirement—while also providing elderly and disabled adults reduced-cost access to public transportation.
- **Rental Rehabilitation Program:** As a result of local design, property owners receiving rental rehabilitation program assistance are required to provide *at least* 50 percent (50%) matching funds for every CDBG dollar (hard costs) expended on a project. During FY 2018, property owners participating in the Rental Rehabilitation Program (two separate activities) contributed a total of \$31,311.37 in match dollars. The CDBG share for these two projects totaled \$27,746. These two projects enabled two extremely low-income households improved access in rental housing affordability and decency.

### **Publicly-owned Land or Property**

There are no publicly owned lands or properties located within Bowling Green used to address the needs identified in this Plan. The City utilized no CDBG funding to support public owned lands or properties.

## 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	7	5
Number of Special-Needs households to be provided affordable housing units	12	15
<b>Total</b>	<b>19</b>	<b>20</b>

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	19	20
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>19</b>	<b>20</b>

Table 6 – Number of Households Supported

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

The City of Bowling Green met or exceeded all planned affordable housing goals during CDBG FY 2018. The City planned nineteen outcomes for FY 2018, and completed twenty affordable housing activities during the one-year period (Instead of the seven planned Elderly Home Repair projects, eight occurred in FY 2018.). The City's planned one-year affordable housing goal for serving persons with special needs in FY 2018 was twelve. During FY 2018, the City served fifteen persons with special needs through CDBG affordable housing activities. For purposes of defining "special needs," this term represents heads of households with disabilities as well as those aged 75 years of age or older. During

FY 2018, the City served seven persons with disabilities through the CDBG Housing programs (three Mobile Home Repairs, two Elderly Home Repairs and two Rental Rehabilitation projects). The City also served eight persons aged 75 years or older via CDBG Housing activities (five Elderly Home Repairs, two Mobile Home Repairs and one Rental Rehabilitation) in FY 2018. As evidenced by met and exceeded outcomes, the City encountered no problems in meeting planned affordable housing goals during FY 2018.

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

Bowling Green's continued ability to meet the ever-growing need for assistance, along with the prior research conducted to support said need, has resulted in the fact that the City's CDBG-funded housing repair and assistance programs will continue into FY 2019. The only issue of concern for the City of Bowling Green, in terms of future annual plans, is that of decreased federal funding. This, alone, would prevent or severely limit the City's ability to meet priority needs in future years.

For CDBG FY 2019, the City plans to address no fewer than 16 units of housing repair/rehabilitation. The most representative of activities promoting housing affordability are Rental Rehabilitation and Direct Homeownership Assistance. However, the City's other CDBG housing programs (Mobile Home, Home and Elderly Home Repair) also offer lower income households the ability to affordably address the decency of housing without incurring added cost or having to move. As a result, the City considers them a part of their affordable housing strategy. The breakdown of planned housing units for FY 2019 is as follows: **Rental Rehabilitation=three; Direct Homeownership Assistance=one; Mobile Home Repair=seven; Elderly Home Repair=four and Home Repair=one.** As always, only those meeting income and other forms of eligibility (as set forth in the CDBG Policies and Procedures Manual), will be served. It is believed that the City will again meet (and, possibly exceed) this target during Program Year 5 (FY 2019). As has been the actuality in the past, the need is far greater than what the City can serve. In the event the City ever receives added CDBG funding, these funds would be used to address the sizable, ever-growing need for housing affordability, locally. Affordability for homeowners is the greatest barrier in Bowling Green for persons with lower incomes. As a result, a program that was new in FY 2016 will continue, again, in FY 2019: Direct Homeownership Assistance. The program assists lower income homeowners to own homes affordably (the Direct Homeownership Assistance Program's down-payment assistance is utilized with other forms of assistance/loans in order to ensure the total housing costs are below 30 percent). The City served two households with this new program in FY 2016, and it met with favorable reviews from the community for its ability to enable lower-income households to become homeowners--affordably (in decent homes without cost burden). Lack of affordable housing units to persons at lower incomes, locally, prevented outcomes in FY 2017 and FY 2018 (the City amended its Plans both years to reallocate the dollars to home repair and rehabilitation programs). The City of Bowling Green hopes to serve at least one household through this activity in FY 2019.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	6	0
Low-income	6	0
Moderate-income	8	0
<b>Total</b>	<b>20</b>	<b>0</b>

**Table 7 – Number of Households Served**

### **Narrative Information**

One hundred percent of those served by Bowling Green's CDBG-funded programming are at lower income levels. This includes those households served through CDBG housing activities. During FY 2018, the housing program breakdowns by income for those served are as follows: six=extremely-low-, six=low- and eight=moderate-income. **A breakdown of these statistics by program type follows:** For the Elderly Home Repair Program (eight total units completed in FY 2018): two=extremely low-income, three=low-income and three=moderate income. In the Mobile Home Repair Program (nine total units completed in FY 2018): two=extremely low-income, three=low-income and four=moderate income. The Rental Rehabilitation Program served two extremely low-income households. One moderate-income household received assistance via the Home Repair Program. An at-a-glance JPEG table (CDBG FY 2018 Progress Meeting Specific Objectives - Affordable Housing) displays this same information in section CR-35 of this CAPER.

**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 Bowling Green utilized CDBG dollars to provide transitional housing to persons who were homeless as a measure of homelessness outreach, locally, in FY 2018. The activity of "Transitional Housing for the Homeless" not only provided shelter; it also assessed the homeless individuals' needs through social workers employed by The Salvation Army. Following intake, The Salvation Army linked participants with specific resources designed to meet each individual's needs. Linkages included career development, public assistance, transportation options, etc., and served to lift individuals up and out of homelessness. Under a written sub-recipient agreement with the City of Bowling Green and The Salvation Army, the CDBG funded activity provided one unit of transitional housing to homeless persons in FY 2018. The FY 2018 goal was to serve 88 persons experiencing homelessness. During FY 2018, this activity served 115 persons. As already noted, post assessment, individuals who were homeless and provided CDBG-funded transitional housing were also linked with a network of other local social service agencies during the period (up-to-two-weeks) they were being transitionally housed. This measure allowed for the development of a plan of action to meet each individual's needs as a means of transitioning them out of homelessness.



**In FY 2018, the B.G. Transit Served 99 At-risk Adults**

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

Aside from the Cocoon Shelter (a shelter for victims of domestic violence and their children), there are

no emergency/homeless shelters in Bowling Green, Ohio. This makes the need for transitional housing for those who are homeless (and not seeking a domestic violence shelter) one that is of the highest priority, locally. Using CDBG funding (\$6,000), the City (along with CDBG sub-recipient, The Salvation Army) was able to provide one unit of transitional housing for homeless persons in Bowling Green during FY 2018. The Salvation Army provided an added \$1,200 in funds to carry out this activity. The FY 2018 planned goal was to serve 88 homeless persons; however, the need turned out to be far greater than anticipated. During FY 2018, 115 persons, who were homeless, received transitional housing through this CDBG-funded activity. As noted above, assistance also included assessment as well as personalized linkages to other social service agencies--based upon the needs of each individual or family served. By doing so, the City was better able to transition individuals out of a state of homelessness; ensuring a greater likelihood future instances were less probable.

**CDBG FY 2018 Transitional Housing Totals**

<b>Number of Homeless Persons Housed</b>					
<b>Month</b>	<b>Number of Adults</b>	<b>Number of Children</b>	<b>Total Housed</b>	<b>Female HoH</b>	<b>Extremely Low-income</b>
September	5	6	11	1	11
October	2	4	6	1	6
November	6	6	12	0	12
December	5	3	8	1	8
January	6	10	16	2	16
February	2	1	3	0	3
March	7	7	14	1	14
April	4	4	8	2	8
May	2	3	5	2	5
June	6	7	13	2	13
July	3	2	5	1	5
August	6	8	14	1	14
<b>Totals</b>	<b>54</b>	<b>61</b>	<b>115</b>	<b>14</b>	<b>115</b>

**Transitional Housing for the Homeless FY 2018**

**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**

During the development of the FY 2015-2019 CDBG Five-year Consolidated Plan, various consultations took place with local social service providers. Through consultation, the City of Bowling Green learned a surprising number of local individuals, at lower income levels, were at risk of becoming homeless. Housing cost burden and severe cost burden predominantly play a key role in creating said risk. At other times, factors, such as being recently discharged from local health and other institutions, place individuals at higher risk of homelessness. Any one of the City's CDBG-funded activities could potentially benefit the aforementioned at-risk population--either directly or indirectly. Specific outcomes for the programs most heavily utilized by those at greatest risk are set forth below.

**Elderly Home Repair Program:** The City of Bowling Green completed eight units of housing through the Elderly Home Repair Program in FY 2018. Homeowners aged 75 years or older occupied five of those units. Additionally, persons with disabilities occupied two of these units. Females headed five of the eight households.

**B.G. Transit:** In FY 2018, CDBG funding provided 99 elderly and disabled adults reduced fare access to the local public transit system, the B.G. Transit. Locally, many of these individuals utilize the system to travel to and from employment. Of the 99 served, 27 were disabled adults whereas the remainder were persons aged 65 years of age or older. In that sense, this activity (in part) helped ensure a greater likelihood of the prevention of homelessness or institutionalization. Thirty-eight of those served were female heads of households. As a side note, all seven of the transit vehicles are accessible to persons with disabilities.

**Job Creation (Business Revolving Loan Fund (RLF)):** Loans made to businesses through the City's Business RLF resulted in the creation of three full-time equivalent (FTE) jobs and the retention of three FTE jobs for persons at lower income levels in FY 2018. These jobs potentially served to prevent homelessness for some of the affected individuals; most especially since three of the six persons had been previously unemployed. Likewise, three of the individuals were female heads of households. The JPEG (below) entitled "Helping Individuals, Families Avoid Homelessness in FY 2018" provides an at-a-glance format for viewing Bowling Green's efforts to prevent homelessness. Utilizing CDBG Entitlement dollars and funding from the Business Revolving Loan Fund, the City made added strides toward low-income persons' avoidance of homelessness in FY 2018.

**Mobile Home Repair:** In FY 2018, the City completed nine mobile home units (all occupied by lower income persons). Three of the units were headed by adults with disabilities, seven by females heading the household and two by persons aged 75 years of age or older.

**Rental Rehabilitation:** This activity makes rental housing more decent and affordable (ensures Fair Market Rent rates provided to the lower income tenants). In FY 2018, the City completed two units of rental housing—making them more decent and affordable. Both of these units had heads of households that were disabled. One of the rental unit's occupants was also a female head of household.

**Helping Individuals, Families Avoid Homelessness in FY 2018**

<b>Activity</b>	<b>Goal</b>	<b>Accomplishment</b>
Elderly Home Repair	Repair 7 units of owner occupied housing for elderly occupied households	Eight (8) home repairs were conducted in FY 2018; ensuring a greater possibility of extended independence for these older adults. Five of the eight persons assisted were aged 75 years of age or older. Two of the persons assisted in FY 2018 were disabled.
B.G. Transit	Provide reduced cost public transit to an added 82 elderly and disabled adults	Ninety-nine (99) added elderly & disabled adults (72 elderly; 27 disabled) received access to public transportation. Some persons utilized the transit for job access, which served as a preventative to homelessness. Others used the transit to run errands or get to medical appointments. In many instances, this was the only form of transportation for a beneficiary; keeping those persons independent in their own homes (and out of institutionalized settings).
RLF Job Creation	Create or retain 6 FTE jobs for persons with low-mod incomes	Three FTE jobs were created and three FTE jobs retained for persons with lower incomes in FY 2018. One of those persons was unemployed prior to job creation. Three of those benefitting were female heads of households.
Mobile Home Repair Program	Repair 9 units of owner-occupied (mobile home) housing.	Nine units of mobile home housing were repaired in FY 2018. Two of those were occupied by persons aged 75 years of age or older and three of those assisted were disabled adults. Seven of the nine households were headed by female homeowners.
Rental Rehabilitation	Rehabilitate 2 units of rental housing and ensure affordability via Fair Market Rent rates.	Two units of rental housing were rehabilitated and made more affordable. Both affected tenants were persons with disabilities.

**Helping Individuals, Families Avoid Homeless CDBG FY 2018**

**Efforts Taken to Assist Non-homeless Persons with Special Needs FY 2018**

Activity	Goal	Accomplishment
Elderly Home Repair	Repair seven units of owner occupied housing for elderly occupied households	Eight elderly home repairs were conducted in FY 2018; ensuring a greater possibility of extended independence for these older adults. Six of the eight persons assisted were aged 75 years of age or older. Two of the eight were disabled.
B.G. Transit	Provide reduced cost public transit to an added 82 elderly and disabled adults	Ninety-nine (99) added elderly & disabled adults (72 elderly; 27 disabled) received access to public transportation. Some persons utilized the transit for job access, which served as a preventative to homelessness. Others used the transit to run errands or get to medical appointments. In many instances, this was the only form of transportation for a beneficiary; keeping those persons independent in their own homes (and out of institutionalized settings).
Rental Rehabilitation	Rehabilitate two units of rental housing and make them more affordable	Two units of rental housing was rehabilitated and both extremely low-income tenants will have Fair Market Rent rates to ensure affordability. Both units' tenants were disabled.
Mobile Home Repair	Repair nine units of mobile home housing	Nine units of mobile home housing were repaired. Of those units, three were occupied by persons with disabilities and two units had householders aged 75 years or older.

**Efforts Undertaken to Assist Non-homeless Persons with Special Needs FY 2018**



**In FY 2018, nine mobile home repairs were completed.**

**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**

As noted above, the activity of "Transitional Housing for the Homeless" not only provided shelter; it also assessed the homeless individuals' needs through intake conducted by social workers employed by The Salvation Army. Following intake, those served received linkages to specific resources to meet their individual needs. Linkages included career development, public assistance, affordable housing options, transportation options, etc. Under a written sub-recipient agreement between the City of Bowling Green and The Salvation Army, one unit of transitional housing housed verified homeless persons in FY 2018. The FY 2018 planned outcome was to serve 88 homeless persons. During FY 2018, 115 persons experiencing homelessness received transitional housing. As already noted, post assessment,

individuals who were homeless and provided CDBG-funded transitional housing were also linked with a network of other local social service agencies and useful resources (such as public transit) during the period (up-to-two-weeks) they were being transitionally housed. This measure enabled the development of a plan of action to transition this CDBG activity's participants out of homelessness, and to limit the likelihood for becoming homeless again.

The City of Bowling Green undertook two CDBG-funded presumed benefit activities in FY 2018. Both activities served to minimize first-time and subsequent instances of homelessness. The **B.G. Transit activity** provides half-price fare access to elderly and disabled adults. Persons aged 65 years of age must present proof of age (driver's license, birth certificate, state identification card, etc.) at time of application. Persons (aged 18 or older) that receive assistance based on disability become qualified after their physician completes a form certifying eligibility. A number of passengers utilize this service to transport them to the workplace or to social service agencies—making it a resource for minimizing added instances of homelessness. The **Transitional Housing for the Homeless activity** provides transitional housing to persons experiencing homelessness--as verified by a social worker at The Salvation Army at the time of Intake. The JPEG table below (Presumed Benefit Activities Undertaken in FY 2018) provides an at-a-glance summary of the City's eligibility verification process for presumed benefit CDBG activities.

**FY 2018 Presumed Benefit Activities**

<b>CDBG Activity</b>	<b>Presumed Benefit Eligibility</b>	<b>How Verified</b>	<b># Served</b>
B.G. Transit	Elderly Adults (65+ yrs.)	Proof of age	70
B.G. Transit	Severely Disabled Adults	Physician-verified disability paperwork	29
Transitional Housing for the Homeless	Homeless Persons	Social worker at The Salvation Army verifies homelessness during assessment/intake	115
<b>Total</b>			<b>214</b>

**Presumed Benefit Activities FY 2018**

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

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

Not applicable. There currently are no public housing units located in Bowling Green. The Consortium of Northwest Ohio (also known as Bowling Green Housing Agency) contracts with the City of Bowling Green) to issue a baseline of 118 Section 8 Housing Choice Vouchers for use in Bowling Green.

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

Not applicable. There currently are no public housing units located in Bowling Green. The Consortium of Northwest Ohio (also known as Bowling Green Housing Agency) contracts with the City of Bowling Green) to issue a baseline of 118 Section 8 Housing Choice Vouchers for use in Bowling Green.

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

Not applicable. There currently are no public housing units located in Bowling Green. The Consortium of Northwest Ohio (also known as Bowling Green Housing Agency) contracts with the City of Bowling Green) to issue a baseline of 118 Section 8 Housing Choice Vouchers for use in Bowling Green.

## **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)**

Extensive analysis (undertaken during the development of Bowling Green's Analysis of Impediments to Fair Housing Choice) indicates there are no local public policies creating barriers to affordable housing. The City's CDBG-funded Home Repair, Elderly Home Repair and Mobile Home Repair programs serve, in part, to address the problem of housing decency. Nevertheless, these programs also enable persons with lower incomes to improve and remain in their homes at no added cost to the consumer. In this way, these activities also support the City's goal to improve access to affordable housing for persons at lower income levels. Given the huge number of lower-income homeowner households in Bowling Green affected by cost burden, this is significant. Another CDBG activity, however, specifically targets housing affordability. That activity is the City's Rental Rehabilitation Program. Below is added detail on all the aforementioned programs.

**Mobile Home Repair:** This zero-percent interest, deferred loan repair program provides low-income mobile home owners increased access to decent, affordable housing. Nine units of housing received repairs in FY 2018.

**Elderly Home Repair:** This activity enables the City of Bowling Green to repair or replace one substandard housing system or feature per eligible household. To participate, homeowners must be 62 years of age or older and at lower income levels. Grants for home repair may not exceed \$8,000 per household. The City of Bowling Green completed five units of housing repair FY 2018.

**Home Repair:** This zero-percent interest, deferred loan repair program provides home repairs for lower-income homeowners—giving them increased access to decent, affordable housing. One unit of housing received repairs in FY 2018.

**Rental Rehabilitation:** This activity provides renters at extremely lower-income levels with access to decent, affordable rental housing. Property owners (landlords) receive zero percent (0%) interest property improvement loans on behalf of the program. In return, they must offer Fair Market Rent (the benchmark used to gauge affordable rents) over a seven-year period to persons at lower-income levels. The City places a deferred mortgage on the property during this timeframe. If the property owner sells the rehabbed property or transfers title before the conclusion of the seven-year period, the amount loaned to the property owner will be due in full. As long as the owner was not in default of program requirements at the end of the seven years, the City forgives the loan at the conclusion of that period. The property owner must match at least 50 percent of the project's rehabilitation costs. Only those units occupied (or to be occupied) by persons with lower incomes qualify for funding. The City completed two units of rental housing in FY 2018.

**FY 2018 CDBG Housing Activities**

Activity	CDBG Funds Used	Private or Local Funds Leveraged	Total All Sources Funding	Housing Units Planned	Housing Units Completed
Mobile Home Repair	\$26,569.00	\$0.00	\$26,569.00	9	9
Elderly Home Repair	\$43,915.00	\$0.00	\$43,915.00	7	8
Rental Rehabilitation	\$27,746.00	\$31,311.37	\$59,057.37	2	2
Home Repair	\$7,825.00	\$0.00	\$7,825.00	1	1
<b>TOTAL</b>	<b>\$106,055.00</b>	<b>\$31,311.37</b>	<b>\$137,366.37</b>	<b>19</b>	<b>20</b>

**FY 2018 CDBG Housing Activities**

**FY 2018 Progress Meeting Specific Objectives - Affordable Housing**

Activity	Proposed Goal	Actual Outcome	Renter or Owner Household	# Extremely Low Income	# Low Income	# Moderate Income
Elderly Home Repair	7	8	Owner	2	3	3
Mobile Home Repair	9	9	Owner	2	3	4
Rental Rehabilitation	2	2	Renter	2	0	0
Home Repair	1	1	Owner	0	0	1
<b>Total</b>	<b>19</b>	<b>20</b>		<b>6</b>	<b>6</b>	<b>8</b>

**Progress Meeting Specific Objectives - Affordable Housing**

**Income Levels Served by CDBG Housing Programs in FY 2018**

	Mobile Home Repair	Elderly Home Repair	Rental Rehabilitation	Home Repair	Totals
<b>Extremely Low</b>	2	2	2	0	<b>6</b>
<b>Low</b>	3	3	0	0	<b>6</b>
<b>Moderate</b>	4	3	0	1	<b>8</b>
<b>Totals</b>	<b>9</b>	<b>8</b>	<b>2</b>	<b>1</b>	<b>20</b>

**FY 2018 Housing Activities by Income Levels Served**

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

The City took a variety of actions to address obstacles to meeting the underserved needs of persons with lower incomes in CDBG FY 2018. The City’s *most significant* obstacles to meeting underserved needs and subsequent actions taken to address said barriers using CDBG funds are set forth in the attached table. The response provided in the preceding section provides program descriptions and outcomes for all CDBG-funded housing activities undertaken during FY 2018. These activities helped to obliterate, at least in part, barriers to housing decency and affordability. For added information regarding the non-housing program activities noted (the B.G. Transit and Transitional Housing for the Homeless--both also CDBG funded), please refer to section CR-25 (Homeless and Other Special Needs) of this CAPER.

**Actions Taken to Address Obstacles to Unmet Needs  
in FY 2018**

<b>Local Obstacle</b>	<b>CDBG-funded Resolutions</b>
Decreased access to decent, affordable owner housing	Eight units of elderly-occupied housing repaired and nine units of mobile homes repaired at no cost to homeowners.
Decreased access to decent, affordable rental housing	Two units of rental housing rehabilitated and made more affordable.
Limited access to economic opportunities	Via Business RLF loans, six FTE jobs created, three FTE jobs retained and one business in lower-income area assisted.
Minimized access to a suitable living environment	Ninety-nine added elderly and disabled adults received affordable public transit access, 115 added homeless persons received transitional housing.

**Actions Taken to Address Obstacles to Meeting Unmet Needs**

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

Throughout CDBG FY 2018, the City’s Housing Specialist, a licensed lead risk assessor and lead abatement contractor, performed lead risk assessments and clearances and prepared lead abatement specifications in conformance with the requirements of HUD’s ‘Lead Safe Housing Rule’ (24 CFR Part 35) and Section 3701-32 of the Ohio Revised Code.

All applicants participating in the City’s housing programs received the brochure entitled “The Lead-Safe Certified Guide to Renovate Right” as well as a copy of the risk assessment report and clearance reports where required by the above-referenced regulations. In households where children ages six and under are present, applicants were urged, in writing, to have children tested for elevated blood lead levels by their family physician or at the Wood County Health Department.

The City of Bowling Green urged contractors interested in participating in the City’s Housing Programs to earn EPA RRP worker and firm certifications as required by the EPA’s Renovation, Repair, and Painting Rule. The City barred contractors, not properly certified, from performing work in homes built prior to 1978.

The aforementioned actions are within the City’s CDBG Housing Program Policies and Procedures Manual and serve as standard operating procedures for all housing programs. The City’s actions serve to both evaluate and reduce lead-paint hazards associated with CDBG-housing program rehabilitation activities.



**One of Twenty Housing Activities Undertaken in FY 2018**

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

Throughout CDBG FY 2018, the City of Bowling Green implemented its Anti-poverty Strategy

(summarized in the table directly below) in an effort to reduce the number of persons living below the poverty level. As has been the case for a number of years, 100 percent of the City's CDBG FY 2018 non-administrative costs tie to outcomes benefitting lower income persons. This longstanding practice ensures the City's CDBG dollars solely serve those with the greatest need. The City's strategy for poverty reduction specific goals written into the CDBG FY 2018 Annual Plan. The City implemented these strategies most successfully during CDBG FY 2018.

### **The City's Anti-Poverty Strategy**

It is a goal for the City of Bowling Green to reduce the number of residents living in poverty. The City's Anti-Poverty Strategy utilizes CDBG funding to help reduce the effects of poverty and end chronic homelessness, taking into consideration those factors over which the City has control.

The City completed the following CDBG-funded activities in FY 2018. These activities are in alignment with the City's Anti-Poverty Strategy, and aided in the reduction of poverty:

- Job creation via the Business Revolving Loan Fund (three full-time equivalent (FTE) jobs created and three FTE jobs retained for persons at or below 80 percent of the HUD Area Median Family Income level).
- Transitional Housing for Homeless (115 persons that were homeless provided with transitional shelter and linked with services to assist them in getting out of poverty and preventing future instances of homelessness (e.g. job training or employment linkage);
- Mobile Home Repair (nine lower-income mobile home owners received home repairs). Locally, mobile home housing is the most affordable option for homeowners. The repairs were in the form of deferred loans--forgiven after two years. This allowed nine lower-income households to affordably address housing decency issues and not incur added costs that might otherwise burden them economically.
- B.G. Transit (99 elderly and disabled adults (new transit users) provided reduced fare public transportation access; during FY 2018, a number of passengers utilized the service to get to part- or full-time employment. Many of those persons taking the transit to worksites were disabled.)
- Rental Rehabilitation Program (two units of single-unit rental housing made more affordable (Fair Market Rents for tenants at lower-income levels) and decent). Both households served in FY 2018 has an adult head of household with a disability. One of these two households had a female head of household.

**CDBG Antipoverty Actions Taken in FY 2018**

Activity	#LMI Persons Served			Total CDBG Funds Used	% LMI Benefit	Notes
	# Extremely Low Income	# Low Income	# Moderate Income			
Mobile Home Repair	2	3	4	\$26,569.00	100%	Housing decency and affordability
B.G. Transit	0	99	0	\$37,000.00	100%	Reduced transit fares for 72 elderly and 27 disabled adults
Transitional Housing for the Homeless	115	0	0	\$6,000.00	100%	Homeless persons housed
RLF-funded Job Creation Loans	5	0	1	\$159,000.00	100%	6 FTE jobs (3 jobs created; 3 jobs retained)
Rental Rehabilitation	2	0	0	\$27,746.00	100%	Housing decency and affordability
<b>TOTAL</b>	<b>124</b>	<b>102</b>	<b>5</b>	<b>\$256,315.00</b>	<b>100%</b>	

**Anti-Poverty Actions Taken in FY 2018**

**Business RLF Loans Issued in FY 2018**

<b>RLF Loan Recipient</b>	<b>Amount of Loan</b>	<b>Minimum # Jobs to be Created</b>	<b>% Jobs to be Made Available to Lower Income Persons</b>	<b>Notes</b>
All About the Kids Learning Center, LLC	\$50,000.00	1	100%	Job creation
Guarantee Carpet Cleaning, LLC	\$99,000.00	2	100%	Job creation
Aardvark Graphic Enterprises, LLC	\$10,000.00	1	100%	Job retention
Eden Fashion Boutique	\$10,000.00	n/a	100%	LMA Business Assistance
<b>Total</b>	<b>\$169,000.00</b>	<b>4</b>	<b>100%</b>	

**RLF Loans Issued in FY 2018**

**Business RLF Loans were Used to Assist Businesses and Create, Retain Jobs in FY 2018**



**FY 2018 CDBG Benefit to Low-Income Persons**

Activity	#LMI Persons Served			Total CDBG or RLF Funds Used	% LMI Benefit	Notes
	# Extremely Low Income	# Low Income	# Moderate Income			
Home Repair	0	0	1	\$7,825.00	100%	
Mobile Home Repair	2	3	4	\$26,569.00	100%	
Rental Rehabilitation	2	0	0	\$27,746.00	100%	
Elderly Home Repair	2	3	3	\$43,915.00	100%	
Housing Implementation	Outcomes reported at specific housing activities	Outcomes reported at specific housing activities	Outcomes reported at specific housing activities	\$79,445.26	100%	
B.G. Transit	0	99	0	\$37,000.00	100%	
Transitional Housing for the Homeless	115	0	0	\$6,000.00	100%	
Fair Housing	n/a	n/a	n/a	\$3,974.50	n/a	
General Administration	n/a	n/a	n/a	\$39,889.77	n/a	
RLF General Administration	n/a	n/a	n/a	\$705.65	n/a	
RLF Job Creation Loans	5	0	1	\$159,000.00	100%	3 FTE jobs created; 3 FTE jobs retained.
RLF Business Asst. Loans (LMA)	n/a	n/a	n/a	\$10,000.00	100%	Assisted business in CT 217.02 (71.41% lower income residency (3,435 persons w/lower incomes))
<b>TOTAL</b>	<b>126</b>	<b>105</b>	<b>8</b>	<b>\$442,070.18</b>	<b>100%</b>	

**CDBG FY 2018 Benefit to Persons with Lower Incomes**

**Jobs Created in FY 2018 via Business RLF Loans Made**

<b>RLF Loan Recipient</b>	<b># FTE Jobs Created or Retained in FY 2018</b>	<b>Job Title(s)</b>	<b>% Made Available to Lower Income Persons</b>	<b>Notes</b>
All About the Kids Learning Center, LLC	1	Professional (1)	100%	
DQR15879 LLC	2	Officials and Managers (1); Service Workers (1)	100%	
Aardvark Graphic Enterprises, LLC	3	Technicians (2); Office and Clerical (1)	100%	Job retention
<b>Total</b>	<b>6</b>		<b>100%</b>	

**RLF Jobs Created/Retained in FY 2018**

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

Throughout CDBG FY 2018, the City of Bowling Green continued to utilize its proven three-pronged approach for strengthening the institutional structure. By mayoral designation (as authorized by the City Council), the City’s Grants Division took primary responsibility for the administration and oversight of the Community Development Block Grant (CDBG) programs. The City’s Finance Department provided support and oversight for the fiscal responsibilities related to FY 2018. The Municipal Administrator’s office also provided added supervision; resulting in yet another successful CDBG program year. The process to develop institutional structure includes these primary components: top-down support, continuous quality assurance and ongoing collaboration/coordination with other agencies. Discussed below is specific detail for each component of the three-pronged process.

**Top-down Support:** The Mayor and members of the City Council endorsed the strategies contained within the FY 2018 Annual Plan. Of equal importance, their guidance and support was readily available during the tenure of the Plan’s implementation.

**Continuous Quality Improvement:** The City utilized various monitoring processes developed as a means of ensuring compliance with all state and federal policies and procedures related to programming and fiscal management. Ongoing monitoring of program activities also served to ensure success meeting planned timelines/objectives, to include reporting standards and other relevant tasks.

**Ongoing Collaboration/Coordination with Other Agencies:** The City of Bowling Green’s Grants Department staff members serve on a number of local boards and committees. These affiliations serve to promote increased coordination, communication and consultation with other organizations that

serve at-risk and persons at lower-income levels. As an added benefit, these affiliations enable the City to gauge emerging needs/trends, and maintain ties necessary for program sustainability. *For added detail regarding the City's coordination efforts, please see a discussion directly below (in the section entitled "Actions taken to enhance coordination between public and private housing and social service agencies").*

In addition to the various actions discussed above, the City leveraged added funding sources (state, local, other federal, private and other forms) throughout FY 2018 in order to maximize program effectiveness and strengthen collaborative relationships on the state, federal and local levels. A more detailed account (narrative) of these actions is in section CR-15 of this CAPER. Additionally, affiliated at-a-glance JPEG tables are below.

Resolution No. <u>3696</u>	Passed <u>February 20</u> , 20 <u>18</u>
<p><b>RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF BOWLING GREEN, OHIO, TO FILE AN APPLICATION AND EXECUTE A CONTRACT UPON GRANT APPLICATION APPROVAL UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT: ENTITLEMENT PROGRAM AS AUTHORIZED BY THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED</b></p> <p>WHEREAS, the City of Bowling Green, Ohio, qualifies for funding under the Community Development Block Grant: Entitlement Program from the U.S. Department of Housing and Urban Development, for Federal fiscal year 2018/2019, and</p> <p>WHEREAS, said grant will be used to address housing and community development needs in the City of Bowling Green, Ohio.</p> <p>NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BOWLING GREEN, OHIO:</p> <p><b>SECTION 1:</b> The Mayor is hereby authorized and directed to sign and file any necessary application forms, and other related documents, including all understandings and assurances contained therein, and to provide such additional information as may be required.</p> <p><b>SECTION 2:</b> The Mayor is authorized and directed to accept a grant award and shall provide financial assistance for various activities, which will primarily benefit low and moderate income persons.</p> <p><b>SECTION 3:</b> The Mayor is authorized to execute a grant agreement with the U.S. Department of Housing and Urban Development on behalf of the City of Bowling Green, Ohio.</p> <p><b>SECTION 4:</b> The Council hereby certifies that the City of Bowling Green, Ohio, has the legal authority to apply for the grant.</p> <p><b>SECTION 5:</b> This resolution shall take effect at the earliest time permitted by law.</p> <p>Passed: <u>February 20, 2018</u> <u>ML AL</u>  <small>Date President of Council</small></p> <p>Attest: <u>[Signature]</u>  <small>Clerk of Council</small></p> <p>Approved: <u>February 21, 2018</u> <u>Richard A. Edwards</u>  <small>Date Mayor</small></p> <p style="text-align: right;"> <b>CERTIFICATION</b>        This is to certify that the foregoing is a true copy of  <u>Res. No. 3696</u> passed        by the Council of the City        of Bowling Green, Ohio,  <u>Feb. 20</u>, 20 <u>18</u>  <u>[Signature]</u>  <small>Clerk of Council</small> </p> <p>MICHAEL J. MARSH        CITY ATTORNEY        kds</p>	

**Authorizing Legislation for CDBG FY 2018**

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

Coordination (both internally and externally) is an essential element in successful CDBG program administration. In CDBG FY 2018, the City of Bowling Green continued to maintain its high level of coordination with various governmental, health, charitable, housing and social service agencies. In an effort to determine needs and foster area coordination, the Grants Administrator continued to

attend/participate in various community-based meetings including:

- Membership in the Wood County Family and Children First Council (FCFC);
- Board member of the Wood County Emergency Food and Shelter Program;
- Ad hoc participation on the City of Bowling Green's Revolving Loan Approval Board;
- Advisory Committee member for the Wood County Committee on Aging (WCCOA);
- Active participation on the Wood County Transportation Coordination Steering Committee and Wood County Transportation Stakeholders' Group
- Ad hoc membership on the B.G. Transit Advisory Committee; and
- Board member of Toledo Metropolitan Area Council of Governments (TMACOG) and member of TMACOG's Public Transit Committee.

In his capacity as the Fair Housing Officer, the Housing Specialist attended the City of Bowling Green Human Relations Commission meetings. This involvement enables him further means to educate key stakeholders about Fair Housing laws and local programming. Additionally, the Housing Specialist utilized this time to update committee members about CDBG program developments and gauge needs from this community-based group of citizens. The Housing Specialist also attends Project Connect, a local day when social service, government and non-profits gather to link homeless and at-risk of becoming homeless persons with an array of resources. This event also serves as a valuable networking opportunity for the Housing Specialist. The Housing Specialist is able to connect with other professionals dedicated to identifying and addressing the needs of those in poverty, locally. Additionally, the Housing Specialist provides Fair Housing presentations to various organizations serving persons with lower incomes. Most representative of this is the presentations provided during Bowling Green Housing Agency's Section 8 Voucher Program orientation sessions.

As in the past, the Grants Department's Administrative Secretary continued to serve as the City's "gatekeeper" for Wood County's No Wrong Door program. As a gatekeeper for the No Wrong Door program, she served as a "link" to citizen callers; providing them with the proper community agency/resource, based upon the individual's specific need(s). She also attended periodic meetings with other community-based gatekeepers to learn about local resources available to at-risk populations and discuss the greatest areas of reported community needs and associated service gaps.

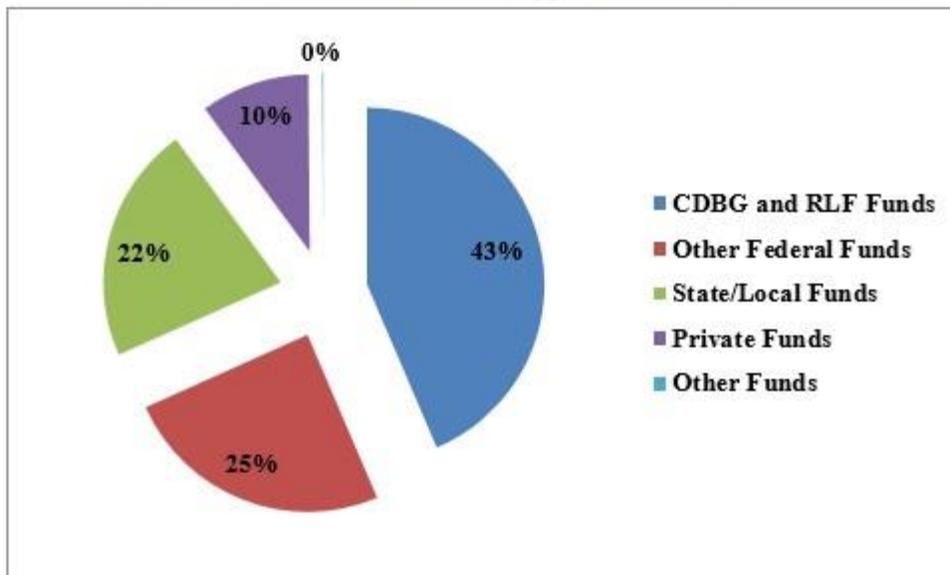
During FY 2018, the City of Bowling Green provided letters of support to several local agencies seeking grant funding for local programming to serve persons at lower income levels. Included amongst these was a letter of support for The Ability Center of Greater Toledo in their pursuit of funding through Housing Assistance Grant Program. The City of Bowling Green also signed a Certification of Consistency with the Consolidated Plan for Great Lakes Community Action Partnership (formerly WSOS), Inc. in their efforts to fund their transitional housing, permanent supportive housing and permanent housing programs. The City also issued a letter of support to the Children's Resource Connection for their 5310 Specialized Transportation grant application.

**Funds Leveraged for CDBG Activities in FY 2018**

<b>Resource Type</b>	<b>Source(s)</b>	<b>Total Amount</b>
CDBG Funds	FY 2017 CDBG allocation, Leftover FY 2016 CDBG funding, Business Revolving Loan Funds, Funds Returned to Line-of-Credit	<b>\$442,070.18</b>
Other Federal Grants	ODOT/FTA grants (federal)	<b>\$250,691.00</b>
State/Local Funds	ODOT grants (state), City of Bowling Green match dollars	<b>\$219,561.72</b>
Private	Transit farebox revenues, transit ID card revenues, Rental Rehabilitation match funding from participating	<b>\$100,932.12</b>
Other	The Salvation Army's (CDBG sub-recipient) share for transitional housing for the homeless activity	<b>\$1,200.00</b>
<b>Total</b>		<b>\$1,014,455.02</b>

**Funds Leveraged Table FY 2018**

## How Funds Were Leveraged in CDBG FY 2018



How Funds Were Leveraged by Percentage Share

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

The City of Bowling Green identified six primary impediments, in 2015, when developing the local Analysis of Impediments to Fair Housing Choice. The City's annual review of the Analysis indicates the impediments listed below are still applicable.

- Economic pressures;
- Racial steering;
- Lack of availability of affordable (as well as publicly-supported) units with two or more bedrooms and units that are accessible to persons with disabilities;
- Housing stock deterioration;
- Lack of access to public housing, HCV program, LIHTC housing or supportive, integrated housing; and
- Lack of understanding of fair housing laws.

In CDBG FY 2018, the City of Bowling Green took various actions to address the above-noted impediments. A summary of these actions follows below. For a *more detailed accounting, refer to the attachments section of this CAPER.*

**Racial Steering:** In FY 2018, both the Wood County Realtor Charter and Wood County Apartment Owners' Association received information about Fair Housing Laws with an emphasis on the illegality of

racial/ethnic steering.

**Economic Pressures:** The City issued four Business Revolving Loan Fund (RLF) loans in FY 2018. One of the loans was for business assistance within a predominantly low-income census tract. The remainder will result in job creation for persons at lower income levels. Additionally, following this and prior years' loans made, the creation of three full-time equivalent (FTE) jobs and retention of three FTE jobs occurred in FY 2018. All persons benefitting from these jobs had lower incomes at time of hire. Additionally, households under the seven-year Rental Rehabilitation Program affordability period continued to receive Fair Market Rents, and 99 added elderly and disabled adults received half-price public transit fare access in FY 2018. Said actions all served to ease economic pressures for persons at lower-income levels.

**Lack of Availability of Affordable Units:** In addition to the Rental Rehabilitation projects undertaken in FY 2018, the City issued various letters of support to other agencies seeking housing affordability program funding to include a Certification of Consistency with the Consolidated Plan for Great Lakes Community Action Partnership (formerly WSOS), Inc.

**Housing Stock Deterioration:** The City completed eighteen housing repairs (nine mobile homes, eight elderly occupied and one home repair) and two rental rehabilitation projects in FY 2018. All affected homeowners and renters were at lower income levels.

**Public Lack of Knowledge about Local Fair Housing Program's Existence:** Publicized fair housing guidelines: **Promotional:** Actions included press releases, newspaper advertising and the distribution promotional materials and brochures. The Mayor issued a proclamation designating April (2019) Fair Housing Month. **Outreach:** The Fair Housing Officer made contact with representatives from various agencies in FY 2018 in an effort to raise awareness of Fair Housing Program's existence/role and gauge ongoing public needs.



**Fair Housing Promotion in FY 2018**

## **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**

Throughout CDBG FY 2018, the City of Bowling Green's varied and successful actions to ensure compliance with program and comprehensive planning requirements continued. Staff routinely monitored all CDBG-funded activities as a means of adhering to applicable statutes and regulations. The City's efforts included an ongoing review of these major areas of operation: administrative procedures related to CDBG programming; civil rights compliance; procurement processes; financial management of all grant activities; project/activity management (procedurally and outcome-based); Minority and Women Business Enterprise (MBE/WBE) outreach (The City entered into no contracts in FY 2018; two homeowners participating in one of the CDBG housing programs did utilize a WBE). Efforts related to our MBE/WBE recruitment efforts is below (see JPEG within this section of the CAPER). These actions were taken to build/maintain a list of MBE and WBE contractors (for property owners entering into CDBG funded housing project contracts)); and meeting comprehensive planning requirements. Written, adopted policies and procedures served to guide staff in the compliant implementation of FY 2018 CDBG Program. File checklists, higher level review of all activities undertaken and adherence to a system of checks/balances also supported these efforts. During each activity's duration, staff analyzed performance results no less than monthly—using program outcome reports and project spreadsheets to gauge progress. Regarding housing rehabilitation activities, the City's Housing Specialist monitored progress at least weekly and, in many instances daily, until the project was successfully completed. The Housing Specialist performs inspections prior to every IDIS draw made (Both the Housing Specialist and property owner must sign a form indicating the inspection occurred, and that all work received favorable response.). The City's only CDBG sub-recipient (The Salvation Army) signed a FY 2018 agreement prior to the beginning of the funding year. The Sub-recipient Agreement included various standard compliance elements. In accordance with said agreement, this sub-recipient provided monthly outcome reports to the City of Bowling Green (desk review). Additionally, the City monitored the sub-recipient's records at their office in April 2019. The City has (and uses) Sub-recipient Monitoring Procedures, conducts an annual Risk Assessment (prior to entering into any Sub-recipient Agreements) and follows a written monitoring schedule. Adherence to a written policy and procedures manual ensured further compliance. The City monitored program timeliness no less than monthly--utilizing various IDIS reports and departmental spreadsheets to track and determine progress. City personal adhered to the City's Citizen Participation Plan to ensure compliance with all comprehensive planning requirements (as related to citizen participation). City staff used file checklists to gauge progress in meeting required standards. Program staff also input project data into the IDIS no less than quarterly. This, as well as periodic review of PR03 and PR26 reports, also enabled the City to gauge progress in an ongoing fashion. Staff checked the debarred contractor list prior to entering into agreement with the aforementioned sub-recipient and on behalf of participating homeowners entering into contract for home rehabilitation. All monitoring results were quite satisfactory during FY 2018, with no noted

instances of noncompliance. Additionally, all Certifications of Consistency with the Consolidated Plan were issued in a fair and impartial manner with review/recommendation of the Grants Administrator and final review/approval of the Mayor of Bowling Green.

**Section 3/MBE/WBE Recruitment Log FY 2018**

<b>Activity</b>	<b>Date</b>	<b>Comments</b>
PSA	Sept - Oct 2018	PSA airing via Spectrum Cable 9/28/18 - 10/10/18
PSA	Oct - Nov 2018	PSA airing via Spectrum Cable 10/28/18 through 11/10/18
Emailed contractors on City of Toledo's Minority Business Enterprise List encouraging participation in Bowling Green's CDBG Housing Programs	11/26/2018	Directly corresponded with 25 contractors.
PSA	Nov - Dec 2018	PSA airing on Spectrum Cable 11/28/18 - 12/10/18
PSA	Dec - Jan 2018/2019	PSA airing on Spectrum Cable 12/28/18 - 1/10/19
PSA	Jan - Feb 2019	PSA airing on Spectrum Cable 1/30/19 - 2/13/2019
PSA	Feb - Mar 2019	PSA airing on Spectrum Cable 2/30/19 - 3/13/2019
PSA	Mar - Apr 2019	PSA airing on Spectrum Cable 3/30/19 - 4/13/2019
PSA	Apr - May 2019	PSA airing on Spectrum Cable 4/30/19 - 5/13/2019
PSA	May - June 2019	PSA airing on Spectrum Cable 5/30/19 - 6/13/2019
PSA	June - July 2019	PSA airing on Spectrum Cable 6/30/19 - 7/13/2019
PSA	July - Aug 2019	PSA airing on Spectrum Cable 7/30/19 - 8/13/2019

## **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.**

Citizens were provided reasonable notice of (as well as an opportunity to) comment on Bowling Green's FY 2018 Consolidated Annual Performance Evaluation Report (CAPER). In accordance with the City of Bowling Green's approved Citizen Participation Plan, an advertisement appeared in the local newspaper (The Sentinel-Tribune) on October 16, 2019. Said advertisement provided the public with notice that the City's CDBG Consolidated Annual Performance and Evaluation Report (CAPER) would be available for a 15-day public review and comment period (November 1 through November 15, 2019). The City also posted a notice and copy of the draft CAPER their CDBG web page during the aforementioned public review and comment period. Below is a JPEG file a copy of the certified public notice that appeared in the Sentinel-Tribune (on October 16, 2019). The City of Bowling Green received no comments (related to the FY 2018 CAPER) *during the aforementioned public review/comment period. The City will also present a summary of the FY 2018 CAPER at the first CDBG FY 2020 public hearing (February 2020) to provide citizens with information related to past performance and to enable them added ability to offer commentary.*

AFFP

RECEIVED

OCT 18 2019

City of Bowling Green  
Finance Dept

**Affidavit of Publication**

STATE OF OHIO } SS  
COUNTY OF WOOD }

Laura Hertzfeld, being duly sworn, says:

That she is classified/legal of the B-G SENTINEL TRIBUNE, a Daily newspaper of general circulation, printed and published in BOWLING GREEN, WOOD County, OHIO; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

Oct 16, 2019

That said newspaper was regularly issued and circulated on those dates.

SIGNED:

Subscribed to and sworn to me this 16th day of Oct 2019

Lucinda S. Bennett, WOOD County, OHIO

My commission expires: February 6, 2024

\$ 71.60



Lucinda S. Bennett  
Notary Public, State of Ohio  
My Commission Expires  
February 6, 20 24

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419-354-6210

BG/GRANTS ADMIN., CITY OF  
304 N. CHURCH STREET  
BOWLING GREEN, OH 43402

**PUBLIC NOTICE**

**The FY 2018 Consolidated Annual Performance and Evaluation Report (CAPER)**

will be available for public review and comment for 15 days, starting November 1, 2019 at the Grant's Administration office, Bowling Green City Administrative Services Bldg., 2nd floor, 304 N. Church St., Bowling Green, OH 43402.

This report details the projects and activities supported through HUD's Community Development Block Grant funds for the period 9/1/18 through 8/31/19. Written comments should be submitted to the Grants Administrator at the above address no later than 4:30 p.m. on November 15, 2019.

**FY 2018 CAPER Public Notice Ad Certification**

## **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.**

Aside from amendments to the CDBG FY 2018 Annual Plan (carried out in adherence to Bowling Green's adopted Citizen Participation Plan), there were no changes in the City's program objectives during the program year. The CDBG FY 2018 Annual Action Plan was amended during the program year (March 2019) in order to reflect use of prior year funding and amend outcomes/funding between various housing activities to mirror actual public demand for assistance (via completed/approved program applications for assistance). The City will most likely amend its FY 2019 Annual Action Plan as well to reflect applicant demand for housing programs and account for the precise use of rollover dollars from the prior funding year. The City anticipates no further changes beyond the aforementioned amendment to the Annual Plan in FY 2019.

Regarding CDBG FY 2018, the City of Bowling successfully implemented its programming by meeting and exceeding all planned goals for Program Year 4 (See section CR-05 of this CAPER for added details).

The City will continue to conduct continuous quality improvement measures in the coming program year. Currently, the City is conducting its annual review of the CDBG Housing Program Policy and Procedure manual. This practice serves to strengthen the programming even further.

As always, the City of Bowling Green used CDBG funding exclusively for activities that supported the three national objectives: providing decent and affordable housing, creating a more suitable living environment and creating economic opportunities. With the exception of Fair Housing education and eligible general administration expenses, one hundred percent (100%) of all CDBG funding utilized in FY 2018 was for in activities benefitting persons at lower income levels. The JPEG table located in section CR05 of this CAPER (entitled " Assessed Use of CDBG Funds in FY 2018") provides clear demonstration of how Bowling Green met specific objectives (reflective of CDBG national objectives).

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

No

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