

## **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 Town of Jupiter made significant progress in carrying out its strategic plan and Annual Action Plan (AAP) throughout 2017. This Consolidated Annual Performance Evaluation Report (CAPER) reports on the town's Community Development Block Grant (CDBG)-funded activities during the 2017-2018 AAP year, detailing the accomplishments achieved in the first year of the town's 2017-2022 Consolidated Plan. The priority needs in the first-year action plan focused on prevention of homelessness, infrastructure improvements and crime prevention. These programs aimed to improve the quality of life for the residents of Jupiter.

The details of the projects during the 2017-2018 Program Year (PY) are as follows: Project one focused on drainage repairs and improvements in the priority area of Pine Gardens South (PGS) neighborhood that provided upgrades and aesthetic improvements to the water mains, which will ultimately improve drainage and reduce maintenance costs. This project is 100 percent complete. The other two projects focused on strengthening and developing community partnerships with local agencies that will assist the town in meeting its Consolidated Action Plan strategies. Project 2 was a referral partnership that the town facilitated with Jupiter Medical Center (JMC), a publicly funded institution. JMC provide services to very low-, low- and moderate-income clients and other residents. This newly developed CDBG partner provided referrals of clients that were in need of mortgage, rental or utility assistance in order to prevent homelessness for low- and moderate-income people, with a focus on vulnerable populations. Project 3 was a sub-recipient contract with the Jupiter Tequesta Athletics Association (JTAA) to provide recreational opportunities for youths in low- and moderate-income households, to assist with crime prevention in the priority area of Pine Gardens South. The town task force members, along with other participating residents, determined the focus would be addressing youth and vulnerable populations. These activities were undertaken using the CDBG grant funds.

### **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
Homeless Prevention	Non-Homeless Special Needs	CDBG: \$5000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5	1	20.00%	5	1	20.00%
Provide Recreational Opportunities	Non-Housing Community Development	CDBG: \$38411.2	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20	32	160.00%			
Public Improvements/Infrastructure	Infrastructure	CDBG: \$161449.4	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1835	1835	100.00%	1835	1835	100.00%

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 Town’s 2017-2022 Consolidated Plan prioritizes Housing and Non-Housing Community Development activities, based on needs identified by the Town’s departmental task force as its high priorities. The plan stated that the activities will include homeless prevention, infrastructure improvements and recreational activities or PY 2017-2018 with the emphasis on Pine Gardens South(PGS) one of the two Town’s low income and older communities.

**Priority for Housing**

For the housing priority, the homeless prevention initiative utilized 48 percent of the funds to assist a very low income resident who incurred a medical situation and was unable to work. The residents was able to maintain her housing and return to work in the Town’s service industry.

**Priority Non-Housing Community Development**

The PGS neighborhood drainage repair and aesthetics was 100 percent completed during the PY 2017-2018. The infrastructure drainage improvements provided upgrades and aesthetics improvements, reduced maintenance costs, and created a more attractive appearance for the community.

Through a partnership with Jupiter Tequesta Athletics Association (JTAA), the 32 youth in the LMI benefit area were provided an opportunity to participate in the Town’s athletic association sports program to be exposed to a variety of sports they would not otherwise be able to afford. The scholarships program exceeded the AAP 2017-2018 goal of servicing 20 low income youth by servicing 32 youth.

The 2017/2018 program year used 98% of the funds in the PGS neighborhood benefiting approximately 1868 very low/ low and income residents. The priority was to utilize 80% of the funds in PGS.

## 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)

	<b>CDBG</b>
White	11
Black or African American	5
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>16</b>
Hispanic	4
Not Hispanic	12

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

### Narrative

During PY 2017-2018, the following chart describes the demographics of program beneficiaries for the JTAA recreational opportunity crime prevention program. It is important to note that the largest number of non-African American minorities in the Town of Jupiter live within the Pines Garden South priority area. For the non-housing community development infrastructure improvements project we were unable to determine the specific racial break down based on the project servicing an area benefit and not just a census track.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	256,076	256,076
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

**Table 3 - Resources Made Available**

### Narrative

The Town has received \$256,076 in CDBG funds. The Town does not receive funding for HOME, HOPWA, or ESG. Ninety-eight percent of the funds were expended in the Pine Gardens South community to complete the infrastructure drainage repairs, homeless prevention and recreation opportunities for the target area.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Pine Gardens South	100	98	the total number of people served that live in PGS by the total number of people served for all proj

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

### Narrative

The planned percentage of allocation was 80 percent and the actual percentage of allocation was totaled 98 percent. We divided the total number of people served that live in PGS by the total number of people served for all projects to arrive at the determination of the percentage of funds expended. The Town exceeded its goal by 18 percent.

## **Leveraging**

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

The Town of Jupiter does not receive HOME or ESG funding and therefore does not have a match requirement. There were no matching requirements associated with CDBG project implemented for 2017-2018.

## 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	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	5	1
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>5</b>	<b>1</b>

Table 6 – Number of Households Supported

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

The Town of Jupiter developed a referral partnership with Jupiter Medical Center (JMC) to assist with referring clients that were in need of rental assistance as a way of meeting the desired goal. Our goal was to serve at-least 5 people with the average person receiving \$1,000 in assistance. As we begin to work to receive referrals we realized through communication with JMC that individuals that could qualify for services were undocumented and those that could qualify would require more than the

\$1,000 we anticipated giving each client due to the average monthly rental cost. Although the did not serve 5 individuals, we were able to serve 1 client and spend half of the \$5,000.

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

Now that we have worked with Community Partners and provided social services, we are aware of the community education that needs to happen in the Town of Jupiter as it relates to financial assistance that is available. Jupiter is unique in that while we have a higher median income, there is still a population of individuals that are in need of and require assistance due to a myriad of factors, to include but not limited to fixed-incomes, unemployment, medical conditions, etc. Our efforts have to be focused on disseminating information throughout the community.

**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	1	0
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>1</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

The Town’s focus was on providing financial assistance with mortgage, rental or utility payments in order to prevent homelessness for those who were leaving the Towns publicly funded medical insitution. The Town was able to provide assistance to a long-term resident, whose medical condition prevented them from working, thereby causing the resident to fall behind on rental payments. The partnership with JMC was vital because it gave the Town the ability to assist a resident that was in dire need of services.

The drainage infrastructure repairs will provide a natural progression into housing development. The Town does face difficulties in identifying eligible homeowners and neighborhoods where the current CDBG funding allocations will make a strong impact. The housing prices are higher than normal by virtue of the location; however, the Town’s planning department is actively working on strategies to mitigate the barriers that would impact future annual action plans.

Direct housing activities in Jupiter were completed in the previous years. There are not any direct housing activities provided during PY 2017-2018.

## **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 Town of Jupiter is committed to serving the homeless population. There are currently no homeless shelters within the Town limits. Additionally, Jupiter Police Department patrols the area and will transport any identified homeless individuals to the Palm Beach County's Lewis Center homeless shelter. As of date, there have been no reports at the monthly task force meetings of the Town's police department transporting any homeless person to the Lewis Center.

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

The Town of Jupiter continues to participate as a part of the Palm Beach County's Continuum of Care to those meeting program requirements. The Town has an Inter-local Agreement with the County to transport potential clients to the Lewis Center. The Town has not received any reports of homeless individuals or families that required transportation to the Lewis Center in the 2017/2018 PY.

### **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**

Neighborhood Services finalizes its partnership with Jupiter Medical Center (JMC) to partner by assisting those who are being discharged from the hospital to avoid becoming homeless. The partnership is a great success and the Town will continue to improve on the strategies to complete the goal in the upcoming program years. The Town may exhaust the funding before reaching the number of participants due to the Town's challenge of affordability.

### **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**

The Town of Jupiter is a part of the Palm Beach County's Continuum of Care which addresses the needs of individuals and families who are homeless or at-risk of being homeless. The Lewis Center is an emergency shelter that has 60 beds to house homeless individuals. When beds are filled, emergency hotel vouchers are provided to those meeting program requirements. The Town's police department patrols the area and will transport clients to the Lewis Center. The Town has not received any reports of homeless individuals or families that required transportation to the Lewis Center in the 2017/2018 PY.

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

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

The Town of Jupiter actively participates in several collaborations to improve the coordination between public and private housing providers as well as governmental health, mental health and service agencies.

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

The Town of Jupiter does not have a Public Housing Authority. Parties requiring assistance in public housing or those desiring to transition to home ownership will rely upon Palm Beach County's public housing authority.

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

The Town of Jupiter does not have a Public Housing Authority. Parties requiring assistance in public housing or those desiring to transition to home ownership will rely upon Palm Beach County's public housing authority.

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

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

The Town of Jupiter has a workforce housing program work group. The Town has already begun the process of creating land development regulations for a workforce-housing program. The Town's workforce housing program proposes several components for consideration to include in the land development regulations. The components include a requirement for six percent on-site workforce housing units or provide developers the option to donate land or payment in lieu and implementation of a density bonus program offering incentives such as parking requirement waiver, building height increase, promoting workforce housing near schools, and expedited permitting. Currently, in the trust fund there is a significant amount of funding to assist in leveraging developmental activities as the Town's real estate growth continues to remain steady for investors and those outside of the low moderate-income levels. In PY 2017-2018 the market conditions did not provide an opportunity to implement this strategy. The refining of the strategy will continue until the market conditions meet timing. The Town is assessing if any Qualified Opportunity Funds are coming to the area and will be interested in a partnership.

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

In PY 2017-2018 The Town did not provide direct services that specifically reduce the number of poverty-level families. However, the Town does have partnerships with local agencies that provide direct services to families and reduce the level of poverty. The Town task force actively works on identifying local community providers who will work alongside the Town in reducing the number of poverty-level families.

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

The Town requires a risk assessment to identify lead-based paint hazards. The Town performs interim control measures to eliminate any hazards that are identified or, in lieu of a risk assessment, perform standard treatments throughout a unit. State lead-based brochures are provided for public distribution by the building department and some have been placed in the Neighborhood Services facility for the general public.

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

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

The Town has in place strong relationships with external organizations as well as internal departments to deliver the projects, programs and services outlined in the Consolidated Plan and the Action Plan.

Entities involved include the El Sol, Palm Beach County Department of Economic Sustainability, Treasure Coast Regional Planning Council, Palm Beach County Senior Services, and Palm Beach County Human Services. The Town departments that are integrally involved in the administration of the CDBG program are the Building Department, Finance, Code Compliance, Parks and Recreation, Planning and Zoning, and Public Works. The Town continuously reviews the Consolidated Plan to ensure that gaps identified in the institutional structure are addressed.

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

The Town of Jupiter actively participates in several collaborations to improve the coordination between public and private housing providers as well as governmental health, mental health and service agencies.

The Town of Jupiter created a Workforce Housing Program Steering Committee to review all the Town's affordable housing policies. The committee consists of Town staff, non-profit housing organizations, developers, residents, representatives of financial institutions, and Jupiter Police Department. As a result, the Town created a comprehensive workforce housing program to increase the availability of workforce housing opportunities in the Town. In addition to the CDBG funded housing services, the Town will be implementing a wide range of policies and programs, including a density bonus program to incentivize private investment in workforce housing.

The Town of Jupiter has established several cross-departmental teams to overcome gaps in institutional structures and enhance coordination. The Neighborhood Topics Team meets quarterly and it consists of members from the Neighborhood Services Department, Code Compliance, Building Department, Administration, Planning & Zoning Department, Jupiter Police Department, Engineering Department and Recreation Department. The purpose of the Team is to come together and solve issues that affect the neighborhoods (especially the older neighborhoods, which are L/M Income).

**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 activities and initiatives undertaken by the Town of Jupiter to address potential impediments for PY 2017-2018 were working with the Fair Housing Center of Greater Palm Beaches to identify and eliminate impediments to fair housing. The Town provided an information session at its public hearings on the AAP. The logo for fair housing is placed on all public advertising related to CDBG funding announcements. The logo for fair housing is also placed on the Towns Neighborhood Services Department web page.

The current Housing and Urban Development administration placed the program requirements on hold until further notice. The Town is awaiting changes in the policy to initiate the strategy. The Town was scheduled to submit a plan for 2020.

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

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

The Town has developed a monitoring strategy that is utilized as CDBG funding is committed to projects. The strategy was successful in working with the NGOs on the objectives for reducing and ending homelessness and providing recreational opportunities. The strategy was also successful on the non community development construction project.

For the ending homelessness, this project was a referral partnership therefore we did not need a sub recipient agreement signed. For the recreational opportunities Neighborhood Services met with the NGO for a pre award meeting and then provided the sub-recipient with an agreement, which outlined the terms and conditions of acceptance of the referral of funds. Neighborhood Services scheduled an interview with the sub-recipient's representatives to discuss the terms of the agreement including an overview of the standards, procedures, and monitoring requirements outlined by Neighborhood Services for sub-recipients. A copy of Neighborhood Services' standards, procedures and requirements was provided to sub-recipient. For the post award the sub-recipient JTAA and referral partner JMC was monitored to determine if the procedures of referrals were followed as outlined. There were no funds provided directly to JMC; therefore, we did not have to evaluate if the funds were expended appropriately. For JTAA, a post meeting was provided at the end of the year to evaluate the partnership.

The Town is continuing to seek a list of non government organizations (NGOs) to include in the public outreach plan. The Town has focused on providing a more comprehensive outreach effort that broadens and expands to W/MBE. The Town has worked with the Minority Builders Coalition during PY 2017-2018 to provide referral sources of qualified W/MBE's for construction projects. During PY 2017-2018, the prime contractor did award a subcontract to a business that qualified as a Women-Owned Business.

## **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 availability of the draft CAPER was published in the Palm Beach Post on Sunday, December 02, 2018. Notice of the document's availability was also posted on the Town's website. The notice provided

instructions to the public about how to retrieve the document online or in person, and advised of a comment period ending on December 18, 2018. The CAPER was presented to the Town Council for approval at the Town Council Meeting of December 18, 2018 at 7p.m. in the Town Hall Council Chambers. Residents and interested parties were invited to attend the Town Council Meeting to provide input on the report. If public comments are received during the comment period, they will be included in the final CAPER.

### **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 changes in the Town's program 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.**

**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 changes in the Town's program 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.**