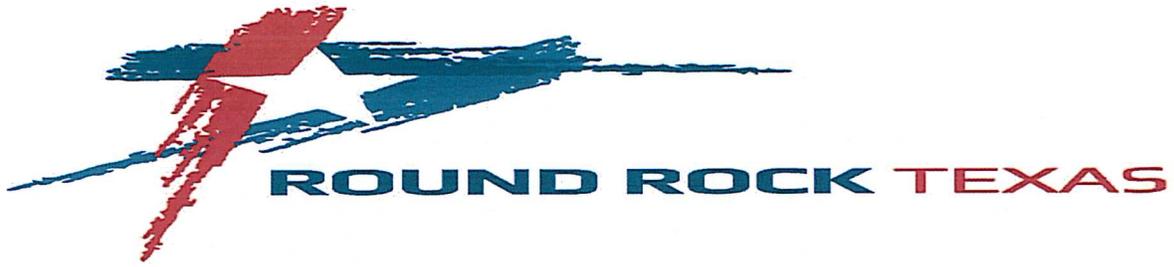


Attachment

Executive Summary



CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT (CAPER)



CDBG PROGRAM YEAR 2014

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Executive Summary

The City of Round Rock received \$502,576 in Community Development Block Grant funds in the Program Year 2014-2015. This was the first program year in the 2014-2018 Consolidated Plan. In this first program year, funds were allocated to public service activities, public facilities and improvements, shelter rehabilitation and program administration.

The City obligated 20% (\$100,515) of the total allocation to program administration and 15% (\$75,386) to public services. The remaining \$326,675 was allocated to Public Facilities and Improvements, Park Improvements, Interim Assistance and Shelter Rehabilitation.

In addition to expenditure caps, other federal requirements were considered when determining if a project was eligible for funding. Project or activities must meet one of the following three National Objectives to be eligible [24 CFR § 570.200 (a)]: (1) to benefit low to moderate income persons; or (2) prevent slum and blight; or (3) to meet an urgent need (per HUD's definition).

In the 2014-2015 Program Year the City of Round Rock expended \$520,332.55 in CDBG funds. These expenditures allowed the City of Round Rock to meet the timeliness test conducted by the HUD field office with a ratio of .84.

In order to ensure making the timeliness ratio, the City of Round Rock made the following changes:

- Sub-recipients must submit beneficiary reports and reimbursement requests on a monthly basis with all back up documentation. Desk reviews are conducted every month to track their spending and performance goals.
- Sub-recipient agreements have an expiration date of July 1. This stricter deadline ensures sub-recipients are spending funds in a timely manner.
- "Alternate Projects" are approved in the annual action plan. This allows any unspent funds or balances to be used for an alternate project without having to amend the plan.

The activities in the 2014-2015 Annual Action Plan met the criteria for funding and the CDBG program's goals and objectives.

The following table shows the CDBG expenditures during the 2014-2015 program year by project/activity and program year:

PROGRAM YEAR	PROJECT/ACTIVITY	AMOUNT EXPENDED
2012	City of Round Rock Veterans Park	203,861.55
2013	City of Round Rock Veterans Park	109,447.99
2013	WBCO Landscaping and Irrigation	9,500.16
2014	City of Round Rock Program Admin	86,765.92
2014	Public Services	75,386
2014	Habitat for Humanity Affordable Home Repair	12,322.40
2014	RRASC Clean Sweep	23,048.53
	Total:	520,332.55

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Round Rock CDBG program implemented projects with 2014 and prior year CDBG funds. The following is a summary of the projects:

- Veterans Park Improvements (IDIS #426 & #440) was funded with prior year funds and completed during the 2014 program year. Funding was used to construct new sidewalks, installation of a new restroom and pavilion, and a shade structure over the basketball court and other basketball court amenities and improvements.
- Habitat for Humanity Single Family Rehab (IDIS #449, #450, #451) used 2014 funds to provide minor home repair services to the low to moderate income homeowners in Round Rock. During the 2014 program year four minor home repairs were completed. This is an on-going project and Habitat for Humanity of Williamson County will continue to rehab single family homes in the 2015 program year.
- Public Services (IDIS#442,443,444,445 & 446) was funded the full 15% (\$75,386) allowed. All funds were expended and all performance goals were met. Low to moderate income residents were assisted with food pantry, rent and mortgage assistance, child advocacy, after school tutoring and mentoring and hot meals for seniors.
- Interim Assistance Round Rock Area Serving Center (IDIS#448) used 2014 funds to conduct a Neighborhood Clean-Up. Funds were used for the coordination and purchase of supplies for a targeted neighborhood clean-up at the Kensington neighborhood. The action plan was originally approved to do a clean-sweep at the Chisholm Trail neighborhood but since a clean-sweep was previously done there council decided to amend the plan and change the target neighborhood. All public notice requirements were met.
- WBCO Landscaping and Irrigation at Round Rock Head Start (IDIS# 439).
- Program Administration (IDIS#447) was funded for the operation and maintenance of the CDBG program. Funds were used to pay for staff salaries, legal fees, studies/surveys, travel expenses, registration and conference fees, supplies and equipment. During the 2014 program year, all programmatic deadlines were met and the CDBG program met the timeliness test. This project had a balance that will be used to fund a new or alternate project.
- Hope Alliance Shelter Improvements was funded in Program Year 2014 in the amount of \$75,000. This project has had some delays. The scope of work is to replace all flooring, windows and a total kitchen remodel. After evaluating quotes and proposals from an architect, it was determined that more funding would be needed to complete the work. The City of Round Rock and Williamson County CDBG have since awarded additional program year 2015 funds to get this project started and completed. Target start date is early 2016

and target completion date is Summer 2016.

- Another project that was expected to be funded with program year 2014 funds(176,674) was the Frontier Park Project. This project did not come to fruition because during the environmental review phase, it was determined by the Texas State Historic Preservation Office that additional studies would have to be completed before they would give the City of Round Rock historical clearance. To avoid being in non-compliance with the HUD timeliness test because of delays due to additional studies, a budget and program amendment was conducted to use the Frontier Park funds and some previous year funds for the following two projects that will be completed in 2016:

1. Veterans Park II-Basketball court fence improvements, basketball court lighting, playground improvements, signage and a new recreational element.
2. Greenhill Park-New park pavilion, ADA improvements and site furnishings.

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
Affordable Housing: Minor Repairs and Modification	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	25	4	16.00%	5	4	80.00%
Neighborhood Improvement: RRASC Clean-up	Neighborhood clean-ups	CDBG: \$	Other	Other	1000	200	20.00%	200	200	100.00%

Public Facility and Infrastructure Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1500	300	20.00%	300	340	113.33%
Public Facility Imp.: Domestic Violence Shelter	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1	1	100.00%	300	340	113.33%
Public Facility Imp.: Domestic Violence Shelter	Non-Housing Community Development	CDBG: \$	Other	Other	1	1	100.00%			
Public Services: After School Tutoring	Public Services	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	350	84	24.00%	70	84	120.00%
Public Services: CASA Child Advocacy		CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	285	62	21.75%	57	62	108.77%
Public Services: Food Banks	Public Services	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4200	876	20.86%	840	876	104.29%

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Public Services: Housing Assistance	Affordable Housing	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	1000	249	24.90%	200	249	124.50%
Public Services: Meals on Wheels		CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	143	14.30%	400	143	35.75%

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 Round Rock used CDBG funds to address the "High Need" priorities and meet the goals and objectives identified in the 2014-2018 Consolidated Plan. These goals and objectives include:

- Minor home repair of existing single family homes, primarily for the very low and low to moderate income families, the elderly and handicapped;
- Rehabilitation to the homeless shelter for victims of domestic violence;
- Neighborhood improvements to low to moderate income areas of the City;
- Improvement and increase of resources available for the low to moderate income residents to include access to food pantry, rent and mortgage assistance, home delivered meals and afterschool tutoring and mentoring;
- Public facility improvements that include improvements to parks in the low to moderate income areas of the city.

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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	1,034
Black or African American	317
Asian	10
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	1
Total	1,362
Hispanic	531
Not Hispanic	831

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

Narrative

During the 2014 program year, funded agencies are required to submit monthly performance and beneficiary reports. Information on the racial and ethnic status of the families assisted are entered into IDIS. The table above shows a total of 1362 beneficiaries served by race and ethnicity. The combined total in IDIS is a bit higher because the table above does not include "Other/Multi Racial" beneficiaries.

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		2,512,880	520,333

Table 3 – Resources Made Available

Narrative

The City of Round Rock received \$502,576 in CDBG funds for the 2014 program year. A total of \$520,332 consisting of program year 2014 and prior years was expended during the period of October 1, 2014 thru September 30, 2015. The majority of funds expended were prior year funds. The Executive Summary attachment contains a table showing the expenditures for program year 2014.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City of Round Rock's CDBG program serves low to moderate income persons and households as well as residents of low to moderate income areas. The CDBG program does not have any designated target areas but the following high priority need activities describe the geographic distribution used:

Single Family Rehab-Habitat for Humanity: The geographic distribution was city wide.

Interim Assistance-Round Rock Area Serving Center Clean-Sweep: The geographic distribution was a low to moderate income area.

Public services: The geographic distribution was city wide.

Veterans park 2014 and Greenhill Park: The geographic distribution area was low to moderate income areas.

WBCO Public Facility Improvements: The geographic distribution was city wide.

The planned and actual percentage of the allocation was 100% of CDBG funds to be spent on low to moderate income beneficiaries.

Leveraging

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

In an effort to leverage funds, the City has combined the CDBG and General Fund social service funding process. By combining these two processes, we can make sure to fund agencies providing a high priority need with General Funds that could not be funded with CDBG funds due to the 15% funding cap. This also eliminates the duplication of services. The following social services were funded in program year 2014 with General funds:

- The Volunteer Center \$38,000
- Drive a Senior \$20,000
- Hope Alliance \$38,000
- Abundant Outreach Association \$9,500
- YMCA \$25,000
- Foundation Communities \$15,000
- Literacy Council \$8,000

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		
Number of non-homeless households to be provided affordable housing units		
Number of special-needs households to be provided affordable housing units		
Total		

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance		
Number of households supported through the production of new units		
Number of households supported through the rehab of existing units		
Number of households supported through the acquisition of existing units		
Total		

Table 6 - Number of Households Supported

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

The City of Round Rock funded Habitat for Humanity to provide minor home repair. The goal was to provide repairs for 5 households but only four were assisted during the program year. Habitat encountered problems finding a plumber or electrician to do small jobs. Funds are primarily used to purchase materials and volunteers do the repairs but most homes need some plumbing and or electrical work which requires a licensed professional. Because there is such a high demand for construction trades in the Austin area, it was hard for Habitat for get a plumber or electrician to come out for a small repair. This slowed the process a bit. Habitat contacted the City of Round Rock about this problem. The City of Round Rock helped Habitat by providing them lists of vendors that provide these services in Round Rock and also provided Habitat technical assistance on City procurement.

Discuss how these outcomes will impact future annual action plans.

Habitat for Humanity will continue to provide minor home repair in the next program year with 2014 and 2015 CDBG funds. Single family rehab is identified as a "High" priority need in the 2014-2018 Consolidated Plan, therefore Round Rock will continue to fund this project. Habitat for Humanity and the City of Round Rock are working together to meet goals.

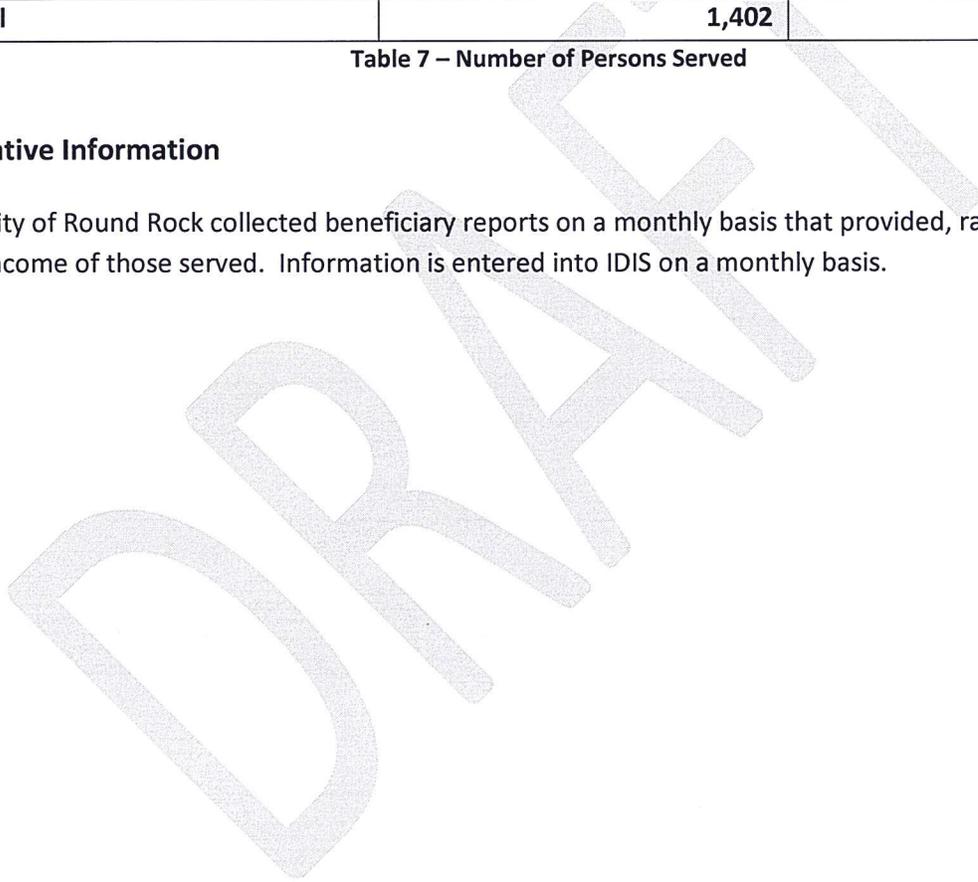
Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	1,065	0
Low-income	281	0
Moderate-income	56	0
Total	1,402	0

Table 7 – Number of Persons Served

Narrative Information

The City of Round Rock collected beneficiary reports on a monthly basis that provided, race, ethnicity and income of those served. Information is entered into IDIS on a monthly basis.



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 Round Rock is working towards meeting objectives for reducing and ending homelessness. There are several resources throughout the community that are helping us meet our goals. The following agencies reach out to homeless persons to assess their individual needs and provide assistance in hopes of reducing and ending homelessness.

Round Rock ISD

Round Rock ISD has a Homeless Liason that assists homeless and at risk homeless students as well as administers a Texas Support for Homeless Education Program (TEXSHEP). During the 2014 program year Round Rock ISD received \$92,100 in TEXSHEP funds. The funds were used for:

1. Homeless liason to provide the following:
 - Verifies and tracks students
 - Coordinates all services for homeless students
 - Works with campuses to make sure students are receiving academic support
 - Coordinates with transportation and food services to ensure transportation and breakfast/lunch for students
2. Supplies and materials: school supplies and emergency clothes
3. Summer school credit recovery tuition

During the 2014 program year the RRISD provided services to 889 students of which 101 live in a shelter, 667 are doubled up with other families and 121 live in a hotel/motel.

Round Rock Area Serving Center

The Round Rock Area Serving Center assists homeless with the following:

- access to a food pantry, temporary shelter, CARTS transportation, and gasoline

Round Rock Head Start

During the 2014 program year, the Round Rock Head Start provided affordable child care for 9 children

whose families are homeless. The children are living with their families or a parent either doubled-up with another family or living in a shelter. In addition to providing child care, Head Start also feeds the children two meals and a snack every day. By providing child care, the parents can go to work or actively look for employment that will help them make the transition to permanent housing and independent living.

Addressing the emergency shelter and transitional housing needs of homeless persons

In an effort to address the transitional housing needs, Hope Alliance has a Housing Advocate who works with Hope Alliance clients on housing issues including credit and safety concerns as well as locating suitable housing. She also works to develop partnerships in the community, specifically with apartment complexes and private landlords, to create housing options for survivors of family and sexual violence. Hope Alliance does not own any housing units, other than our emergency shelter.

In addition to the Housing Advocate, during 2014, Hope Alliance was in its 2nd year of a two-year collaboration with WBCO that was focused on providing 6 month - 1 year transitional housing opportunities. Hope Alliance referred its clients to WBCO who had developed partnerships with landlords. That was funded with a HUD grant.

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

The Round Rock Area Serving Center helps low and very low income individuals and families avoid becoming homeless by providing:

- Access to the food pantry
- Prescription assistance
- Rent/mortgage and utilities assistance
- Vouchers to the thrift store

By providing these resources, a family can pay their rent or mortgage when facing difficult times. Often the loss of a job or an illness may cause a family to fall behind in the rent or mortgage in order to buy food or prescriptions.

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 Texas Baptist Children's Home provides transitional housing to mothers and their children. Family Care is a place for motivated mothers and their children to live while they transition into successful, independent futures. The ministry has nine cottages (a tenth cottage is under construction), housing up to five families in each cottage, with live-in Family Life Coordinators. A staff therapist offers individual, group and family therapy for every mother and child, as needed. Assistance is provided in goal setting, education, budgeting, parenting, effective communication, relationship building and spiritual growth.

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

Actions taken to address the needs of public housing

The Round Rock Housing Authority was established in 1966, with the first development built in 1972. Today, the Housing Authority owns 100 units and administers 209 Section 8 Housing Choice Vouchers.

The Round Rock Housing Authority receives approximately \$101,647 annually in Capital Fund Grants from HUD to provide for the maintenance and renovation needs of its public housing stock, which it considers to be in good condition.

In an effort to address and improve the needs of public housing and resident initiatives, the City of Round Rock funded the Round Rock Housing Authority Neighborhood Outreach Center (NOC) Program. Funding for this program paid for a portion of the salaries of the resident services coordinator and teachers. The resident services coordinator worked with families of the Housing Authority and was the community link to education and job skills training. Teachers tutored and mentored elementary and secondary students after school.

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

To help public housing residents become more involved in management the Round Rock Housing Authority administers the family self-sufficiency (FSS) program. The FSS program serves families in the Housing Choice Voucher (HCV) and Public Housing (PH) Programs. Participants have completed the following goals:

- Obtaining or maintaining employment
- Continuing to pursue higher education
- Continue to maintain first time businesses with supportive mentorship and education

The unique value of the FSS program is that clients are able to receive supportive case management to reach their individual goals towards self-sufficiency.

Currently there are no public housing homeownership initiatives in place either under the public housing program or the Section 8 program.

Actions taken to provide assistance to troubled PHAs

The Round Rock Housing Authority was labeled as "Troubled" during the 2014 program year after failing

a REAC inspection. They also missed the deadline in obligating the necessary site improvement funds for their program year 2011. The Round Rock Housing Authority immediately developed a "Recovery Action Plan" and also contracted with the Austin Housing Authority subsidiary Blueprint Housing Solutions to move from a "Troubled to High Performing". The Round Rock Housing Authority worked hard to improve and make the necessary changes needed to pass the next REAC inspection. The Round Rock Housing Authority not only passed the next inspection but scored a 96, their highest score ever.

The City of Round Rock assisted the Round Rock Housing Authority during their troubled status by providing the following:

- Meeting with the Interim Director and key staff to bring them up to speed on the CDBG grant and the required reports and supporting documentation
- Technical assistance and training was also provided to new staff and the Interim Director in order to prevent the housing authority from falling behind with the CDBG grant
- Completing two Environmental Reviews in a timely manner that would allow them to expend their 2015 Capital Fund Grant
- Provided the Austin Housing Authority with information that helped them conduct a financial assessment and to assist the housing authority with their public housing operations

Currently, the Round Rock Housing Authority is now in a "High Performing" status as designated by HUD.

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)

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

1. Despite efforts, there remain a number of significant obstacles to meeting underserved needs. The following obstacles to meeting these needs in Round Rock are:
2. Population growth
3. High cost of housing
4. Cut backs in state and federal funding for basic needs and services
5. Need for transportation to existing services and childcare exceed available services

To address the population growth and the high cost of housing the Round Rock Area Serving Center provides rent/mortgage, food pantry and utility assistance. The City also provides residents with the Guide to Affordable Housing in the Greater Austin Area. This guide is a tool for people seeking affordable rental housing in the Austin Area that includes Round Rock. It contains general information on housing programs funded on the local, county, state and federal levels, as well as specific information about housing and apartment complexes participating in these programs.

The following programs help address the cut backs in state and federal funding and the need for transportation and childcare to existing services:

- Drive a Senior that provides door to door transportation to seniors to doctors appointments, pharmacies, grocery stores, to pay bills and to social service agencies for services
- Foundation Community Tax Center that provides free tax preparation to residents of Round Rock
- Williamson-Burnet Counties Meals on Wheels provides warm meals to home bound and congregate seniors
- Head Start that provides affordable childcare

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

The majority of residential housing development in Round Rock occurred after the use of lead-based paint was banned; however, some areas of the community may have some homes with lead-based paint.

With the implementation of the Minor Home Repair Program, the program policy and procedures

manual addresses compliance with the Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes in September, 1999. The procedures include:

1. Notification

2. Identification

3. Treatment (if necessary)

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

During the 2014 program year, the City of Round Rock took the following actions to reduce the number of poverty-level families:

- Habitat for Humanity was funded to provide minor home repair for the low and very low residents in Round Rock. A total of four households were assisted with repairs to include fence, plumbing, electrical, weatherization, and ADA improvements. This is an on going project that will continue into program year 2015.
- Round Rock Area Serving Center was funded to provide rent and mortgage assistance and access to their food pantry. A total of 1125 unduplicated low to moderate income Round Rock households received services with CDBG funds at the Serving Center.
- Meals on Wheels provided 7,563 hot meals to 143 congregate and homebound seniors in Round Rock.

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

Executive implementation of the Consolidated Plan involves a variety of agencies. Collaboration and coordination between agencies is important to ensuring that the needs in the community are addressed. The key agencies involved are described below:

- Williamson County and Cities Health District (WCCHD)-offers a variety of services including alcohol and drug testing, WIC, family assistance, public health services, senior services, emergency services and HIV testing and counseling
- Round Rock Housing Authority (RRHA)-administers the Housing Choice (Section 8) Voucher

program. The City works closely with the RRHA regarding public housing issues.

- Round Rock Area Serving Center (RRASC)-provides food, clothing, prescriptions, rent and utility assistance.
- Habitat for Humanity of Williamson County-provide residents with minor home repair.
- Williamson-Burnet Counties Opportunities (WBCO)-provide meals to seniors.
- Drive a Senior-provide door to door as needed transportation to seniors.
- United Way-working with people and organizations throughout Williamson County to build stronger communities and improve lives.

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

In an effort to enhance coordination between public and private housing and social service agencies, the Volunteer Center holds a monthly networking meeting. The meetings are held the first Tuesday of every month. Representatives from non-profit and social service agencies as well as public and private housing come together to discuss community needs. Every month a guest speaker talks about what their agency/organization is doing to address and reduce the number of persons living below poverty level. Ideas are exchanged and clients are referred to agencies that can help with their individual needs. Some of the agencies/organizations that attend the monthly networking meetings are:

- Surrounding Housing Authorities
- Neighborhood Leaders
- Faith Based Organizations
- Literacy Council of Williamson County
- Round Rock Area Serving Center
- Hope Alliance
- American Red Cross
- Texas Workforce Commission
- Community Foundation
- Bluebonnet Trails MHMR
- Williamson-Burnet Counties Opportunities-Meals on Wheels and Head Start
- Lifesteps
- Round Rock ISD
- United Way

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 Round Rock Analysis of Impediments to Fair Housing listed the following barriers to affordable housing:

- Lack of options
- Lack of transitional support, assistance needed for move-in-costs/deposits
- Land prices
- Lack of community involvement and creativity in problem solving
- Negative neighborhood perception regarding low income housing
- Lack of public transportation

To provide the low to moderate income residents options, the City of Round Rock has a link on the City website to

- The Guide to Affordable Housing in the Greater Austin Area which provides information on the affordable apartments in Round Rock.
- The Austin Tenant's Council Fair Housing Program helps any person who has been discriminated against in the rental, sale, financing, or appraisal of housing. The state and federal Fair Housing Act prohibits discrimination because of a person's race, color, national origin, religion, sex, disability (mental or physical), or familial status. FHP documents and investigates complaints; provides advice about remedies under fair housing laws; and coordinates legal services to assist victims of housing discrimination. provides fair housing seminars and presentations to interested groups.

In an effort to change negative neighborhood perception regarding low income housing and negative neighborhood perception, the City of Round Rock created a Neighborhood Services Coordinator position. The Neighborhood Services Coordinator position assists in neighborhood outreach. The program is designed to accomplish the following goals:

- Maintain property values
- Increase code compliance
- Create a sense of community
- Increase the feeling of safety
- Foster resident pride in their neighborhood
- Encourage property upkeep and maintenance
- Ensure smooth transitions between incoming and outgoing neighborhood leaders

The City of Round Rock recognized the need for public transportation and currently offers Demand Response Bus Service for all persons living within the city limits and the City's ETJ. Discounted fares are

offered for persons with low income. This service will continue as the City develops local fixed route service and commuter service. A Transit Master Plan was recently completed and with the direction of Council, the City will be performing a cost analysis. Once that is complete, it will be presented to Council. With Council's approval City staff will move forward with establishing local fixed route service and commuter service

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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 City of Round Rock has developed a monitoring system to ensure that all activities carried out with CDBG funds are done so in a timely manner in accordance with federal monitoring requirements, and all other applicable laws, regulations, policies and sound management and accounting practices.

Sub-recipients are monitored to ensure that they have implemented and administered their CDBG funded activities according to applicable Federal Requirements. Particular attention is paid to compliance with eligibility and national objective requirements. Other areas emphasized are the financial management systems, procurement practices and compliance with civil rights requirements.

When applicable, sub-recipients are required to submit copies of paid receipts, timesheets, income documentation, client data, and self-certification forms with their monthly requests for reimbursement. This information is used to determine the number of unduplicated beneficiaries. Monthly reports were submitted by each sub-recipient so staff could monitor the progress of each activity, provide technical assistance or consultation when needed to ensure that all objectives are met.

A mini desk review was done for every sub-recipient in January 2015. The mini desk review revealed that WBCO Meals on Wheels was not meeting their proposed number of unduplicated clients. The City of Round Rock sent WBCO a letter asking that they explain why they were not meeting the goal and give us a plan on how they would be able to meet the goal. WBCO responded by saying that they would not be able to meet the proposed number of beneficiaries. They requested that we amend their sub-recipient agreement to reflect a more realistic number. As per WBCO when they applied for CDBG funds they listed number of "enrolled" seniors. This number was high and unrealistic because a senior may have been enrolled in previous year but not participated.

In addition to the min desk review, the City of Round Rock conducted a full monitoring site visit in September. Sub-recipient agreements end on July 1, therefore the final reimbursement and reporting are completed by September. The following agencies were monitoring during program year 2014:

Round Rock Area Serving Center Food Pantry and Housing Assistance Program

Round Rock Housing Authority NOC Program

CASA Child Advocacy Program

Williamson-Burnet Counties Opportunities Meals on Wheels

The on site monitoring reviews evaluates program administration and regulatory compliance to include the following:

- Conformance to the Sub-recipient Agreement
- Record Keeping Systems
- Financial Management Systems
- Insurance
- Procurement procedures
- Equipment
- Non-discrimination and Actions to Further Fair Housing

There were no findings or action items. All sub-recipients met their spending and performance goals as well.

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.

A Notice of Public Hearing was published in the Round Rock Leader on November 28, 2015 and posted on the City Hall bulletin board on November 25, 2015. The public comment period was from Decembet 1, 2015 to December 16, 2015 at 5 p.m. A public hearing on the CAPER was held before city council on Thursday, December 17, 2015. Notice of the public hearing was also posted on the "City News" section of the City of Round Rock website as well as on the CDBG department webpage.

No written or oral comments were received.

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.

N/A

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

No

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

DRAFT