



PY 2013 CAPER for City of Sugar Land, Texas

The CPMP Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

The CPMP tool is optional; therefore, the City has opted to not use the tool during this five-year period. However, to make review easier for the HUD officials, the City of Sugar Land is completing its PY 2013 CAPER within the CPMP CAPER format. The questions in the CPMP format are in blue and the answers in black to facilitate the review.

GENERAL

Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the second year.

In 2001, the City of Sugar Land developed and adopted its first Community Development Block Grant (CDBG) Program three-year Consolidated Plan, and during Program Years (PY) 2003 and 2008, the City subsequently developed two additional five-year Consolidated Plans to prepare for the upcoming program years. The Consolidated Plan serves as a decision making guide for determining how to invest federal resources in the community, and through the consolidated planning process, the City of Sugar Land assessed its housing, public facility, infrastructure, economic, and human service needs. From this assessment, the City developed a prioritized list of needs and objectives for addressing those needs. Each program year, the City develops an Annual Action Plan that details the projects and objectives that will be undertaken to address the needs outlined within the Consolidated Plan, and upon completion of each program year, the City drafts the Consolidated Annual Performance and Evaluation Report (CAPER) to provide a description and assessment of how CDBG funds were utilized to address local priorities as detailed within the Consolidated Plan. This CAPER narrative details the City's progress and accomplishments in meeting the following objectives:

- Conserving and improving the housing stock within the community;
- Providing essential infrastructure and public facility improvements; and
- Providing assistance in the provision of public services.

For PY 2013, the City of Sugar Land developed and adopted its fifth and last Annual Action Plan for the current five-year Consolidated Plan. This program year, the City of Sugar Land was interested in ensuring that the CDBG program maximized the

funding allocation and addressed all of the regulatory requirements of the program. The Annual Action Plan's goals were to:

- Continue to provide funding to public service subrecipients that serve Sugar Land residents;
- Encourage new public service subrecipients to apply for and receive CDBG funding to assist residents of Sugar Land;
- Continue to provide minor rehabilitation to deteriorating owner-occupied housing and promote handicapped accessibility housing for the disabled; and
- Begin implementation of the Settlers Way Park Improvements.

The majority of the goals for this fifth year of the current Consolidated Plan were met, and details of the accomplishments are found further in the CAPER.

Table 1 – Summary of Projects and Accomplishments

Project	Amount Funded	Proposed Units	White non-Hispanic	Black non-Hispanic	Other non-Hispanic	Hispanic	Total	Extremely Low	Low	Mod	Pct L-M
Public Services											
Child Advocates of Fort Bend	\$9,902	48	39	2	21	17	79	79	0	0	100%
Literacy Council of Fort Bend County	\$14,585	109	10	0	52	16	78	32	18	28	100%
Fort Bend Seniors Meals on Wheels	\$23,214	20	28	3	3	6	40	40	0	0	100%
Total Public Services	\$47,701	177	77	5	76	39	197	151	18	28	100%
Housing											
Fort Bend CORPS Housing Rehab	\$79,502	8	7	1	1	1	10	1	5	4	100%
Public Facilities and Improvements											
Settlers Way Park Improvements	\$127,206	492									
	\$663,835.93*										
Administration	\$63,602	N/A									

*Funds allocated represent multiple year funding from PY 2008, PY 2009, PY 2010, PY 2011 and PY 2012.

General Questions

1. Assessment of the one-year goals and objectives:
 - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
 - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
 - c. If applicable, explain why progress was not made towards meeting the goals and objectives.

The City of Sugar Land made significant progress in accomplishing its goals and objectives as outlined in its five-year Consolidated Plan and PY 2013 Annual Action Plan. Progress and accomplishments in meeting the following objectives are outlined in Table 2:

- Conserving and improving the housing stock within the community; and
- Providing assistance through the provision of public services.

Table 2—Funds Allocated & Expended and Units Served by Objective

Objective	Project	Funds Allocated	Funds Expended	Units Served Low-Mod & Limited Clientele/Total
Improving Housing Stock	Housing Rehabilitation	\$79,502.00	\$79,361.78	10/10
Park Improvements	Settlers Way Park Improvements	\$127,206.00	\$0.00	492/2013
		\$663,835.93*	\$0.00	
Other Public Services				
	Child Advocates of Fort Bend	\$9,902.00	\$9,902.00	79/79
	Literacy Council of Fort Bend County	\$14,585.00	\$14,585.00	78/78
	Fort Bend Seniors Meals on Wheels	\$23,214.00	\$23,214.00	40/40
Administration	General Administration	\$63,602.00	\$63,600.00	N/A
*Funds allocated represent multiple year funding from PY 2008, PY 2009, PY 2010, PY 2011 and PY 2012. The expended funds referenced in this table represent total project costs.				

For PY 2013, the City of Sugar Land developed and adopted its fifth and last Annual Action Plan for the current five-year Consolidated Plan. This program year, the City of Sugar Land was interested in ensuring that the CDBG program maximized the funding allocation and addressed all of the regulatory requirements of the program. The Annual Action Plan's goals were to:

- Continue to provide funding to public service subrecipients that serve Sugar Land residents;

- Encourage new public service subrecipients to apply for and receive CDBG funding to assist residents of Sugar Land;
- Continue to provide minor rehabilitation to deteriorating owner occupied housing and promote handicapped accessibility housing for the disabled; &
- Begin implementation of the Settlers Way Park Improvements.

In order to meet these goals and objectives, the City of Sugar Land allocated 15 percent of its PY 2013 CDBG funds to assist local public service agencies that serve residents throughout the City. This funding allocation allowed the City to assist a total of three public service agencies ranging from literacy and education to youth and senior services. As referenced in the previous tables and further detailed within the subsequent text, most of the public service agencies achieved and exceeded their goals for PY 2013, while one agency faced a few program challenges.

Child Advocates of Fort Bend exceeded their beneficiary numbers and were able to expend all of their funding allocation. Activities that were conducted included but were not limited to: counseling for abused and neglected children and their family members.

The Literacy Council of Fort Bend County did not meet its proposed goal for serving illiterate adults and providing General Educational Development (GED) and English as a Second Language (ESL) classes for residents. In PY 2013, the agency expended all of its allocation due to assisting duplicate clients but did not meet its proposed number of beneficiaries.

The Fort Bend Seniors Meals on Wheels program met and exceeded its goal of serving the elderly with prepared home-delivered meals. Indigent seniors and disabled persons received hot meals, frozen meals and emergency meals throughout the program year. In serving the needs of the elderly, the agency expended its entire annual allocation.

During PY 2013, funding for the Senior Center Design and Senior Center Rehabilitation projects was deobligated. The City of Sugar Land worked diligently to track the eligibility of clients receiving services at the senior center. Unfortunately, Seniors are very reluctant to share their private information, and staff were unable to document that at least 51% of the seniors are eligible under the presumed benefit category. Following confirmation from HUD's Houston Field Office, the City of Sugar Land completed a wire transfer and canceled the project in IDIS.

While design for Settlers Way Park Improvements was completed in PY 2010 and construction was proposed for completion in PY 2013, the project was delayed due to the need for funding reallocation from the Senior Center Rehabilitation. The Settlers Way Park Design remains open pending beneficiaries from the completion of construction. In addition to the \$127,206 in PY 2013 funds allocated to the construction of Settlers Way Park, a total of \$663,835.93 in prior year funding was also committed toward the project, which is scheduled for completion in PY 2014.

The City of Sugar Land's housing rehabilitation activities were carried out by the Fort Bend CORPS. This non-profit agency rehabilitated 10 homes for low- to moderate-income residents, and many of these homes were located in, but not limited to, the City's largest target area, Mayfield Park. During the program year, the agency exceeded the number of its targeted beneficiaries but did not expend all of the funds allocated, leaving a small amount in unspent office consumables.

During PY 2013, the City of Sugar Land completed its PY 2014-2018 Consolidated Plan, Analysis of Impediments to Fair Housing Choice And Fair Housing Plan, and expended its 20 percent of administration funds.

2. Describe the manner in which the recipient would change its program as a result of its experiences.

As a result of the City of Sugar Land's experiences, the City has taken a strong line in protecting the limited funds received for the CDBG program in order to ensure that the funds provide the greatest benefit to the community. Throughout the 2013 program year, the City provided each of the public service and housing subrecipient agencies with technical assistance to encourage continuous program development. This technical assistance has aided subrecipient agencies with grant compliance and strengthened efforts at meeting their CDBG goals.

The City has also identified the need to continue its streamlined approach to public service agency participation. Throughout the next year, the City will continue to provide technical assistance to public service providers with the goal of creating efficiencies that will allow for less administrative burden which will ultimately permit more Low- to Moderate-Income (LMI) residents to participate and be served under the City's CDBG program. With less energy and time being expended on administration, more money will be free for direct assistance to residents.

3. Affirmatively Furthering Fair Housing:

- a. Provide a summary of impediments to fair housing choice.
- b. Identify actions taken to overcome effects of impediments identified.

In August 2009, the City of Sugar Land updated its Analysis of Impediments (AI) and Fair Housing Plan (FHP). The analysis found that the City of Sugar Land's legislative and regulatory policies did not serve as an impediment to fair housing and that steps were being taken to educate and train area agencies on fair housing. As identified in the AI, the cost of housing within the City of Sugar Land was and continues to be a factor in the limited availability of affordable housing to all populations, and more specifically for minority and special needs populations.

During PY 2013, the City reviewed the AI and FHP to ensure that there had been no detrimental changes in terms of legislation or policy, and none were identified. City staff continues to work with local nonprofits to disseminate information in various languages regarding fair housing and equal opportunity to ensure on going education. However, efforts to increase the availability of affordable housing options are limited.

The City of Sugar Land is not a HOME Participating Jurisdiction, therefore cannot fund the development of housing by Community Housing Development Organizations (CHDOs) or Community Development Corporations (CDCs) to provide affordable housing to residents. There are no Low-Income Housing Tax Credit Properties within the city limits of Sugar Land, though the City does not hamper their development. Additionally, there is no public housing authority serving the City of Sugar Land through public housing developments or Section 8 Housing Choice Vouchers. City of Sugar Land residents must apply to the State of Texas for Section 8 vouchers within the City.

Despite these limitations, the City of Sugar Land is committed to assisting agencies in ensuring that the housing stock is adequate for all residents. Significant CDBG resources are expended every year for minor housing rehabilitation and retrofitting for ADA accessibility. This serves to assist lower income, aging and disabled populations remain in their homes.

As referenced above and identified in the City's Analysis of Impediments, the cost of housing within the City of Sugar Land and the amount of older, more affordable housing stock that has not been retrofitted for ADA compliance/accessibility are primary impediments to fair housing choice. The following actions were taken by the City during PY 2013 to identify and/ or eliminate these barriers to fair and affordable housing:

- Public meetings and hearings at which CDBG activities are discussed have a time set aside for educating the public on the Fair Housing Act and soliciting input regarding possible impediments to fair housing choice.
- Each year during the Annual Action Plan process, the City of Sugar Land reviews the current Analysis of Impediments and Fair Housing Plan and determines if new issues have arisen that require city attention.
- Every five years, the City includes an analysis of barriers to fair housing choice in its five-year HUD Consolidated Plan and develops a new Fair Housing Plan, including an Analysis of Impediments to Fair Housing Choice.
- The City provides HUD-created brochures to the library, neighborhood associations and social service agencies to educate residents and service providers on fair housing and housing rights.
- The City directs service agencies receiving CDBG funding to provide Fair Housing brochures and information to their clients in order to better educate the public on Fair Housing regulations and their rights. Efforts are confirmed during program monitoring visits.
- If the City receives any complaints regarding fair housing violations, it refers the individual to the appropriate Fair Housing division of the Houston field office of the U.S. Department of Housing and Urban Development.
- The City provides technical support and certifications of consistency with the Consolidated Plan to agencies seeking funds from HUD and other sources to provide sound affordable housing to the homeless, elderly, disabled and low-income. To date, no agency has requested either technical support or a certification of consistency from the City of Sugar Land.
- The City funds a minor housing rehabilitation program to help lower income families retain their affordable housing by completing critical repairs and retrofitting for ADA accessibility.
- The City provides tax relief in the form of installment payments for homeowners over 65 years of age to help alleviate the high cost of housing.
- The City defers property taxes for homeowners 65 years of age or older by postponing the tax liability. While property taxes are not canceled, the deferral provides temporary assistance to increase affordability.

As referenced in the City of Sugar Land's Policies and Procedures, any fair housing complaint will be addressed within 14 days of receipt of the complaint. There were no fair housing complaints or any other program related complaints received for PY 2013.

No PY 2013 CDBG funds were spent to conduct Fair Housing activities; however, the activities above were conducted using the City's CDBG housing rehabilitation funds, General Fund dollars and other service provider operational funds.

4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

With the limited CDBG funds available and without being a HOME participating jurisdiction, the City of Sugar Land is not able to effectively address obstacles to meet underserved housing needs except as stated above. Since the beginning of the City's CDBG program in 2001, approximately 25 percent of the CDBG funds the City receives have been allocated to housing rehabilitation for low- to moderate-income homeowners, while more than 40 percent of these funds have been allocated to providing enhanced infrastructure to CDBG Target Areas that do not meet City goals for the type and quality of streets, sidewalks, storm drainage, and park infrastructure. The City also attempts to allocate its entire 15 percent allowable award to nonprofit public service agencies that assist the underserved in the City. Programs funded during PY 2013 included Meals on Wheels to provide prepared in-home meals for home-bound elderly and disabled residents; literacy education for those with English as a Second Language or reading limitations; and counseling and forensic interviewing for children who are victims of sexual and physical abuse and their non-offending family members.

5. Leveraging Resources

- a. Identify progress in obtaining "other" public and private resources to address needs.
- b. How Federal resources from HUD leveraged other public and private resources.
- c. How matching requirements were satisfied.

During PY 2013, the City of Sugar Land leveraged approximately \$24,075 in general funds toward the goals of the CDBG program. These matching funds consisted of general administrative funds and included staff salaries for the program and the associated CDBG infrastructure project. In addition, the City of Sugar Land serves only as a small portion of each agency's overall budget. Public service agencies must therefore use private donations and foundation funding to leverage their CDBG funding.

The CDBG funding to the Fort Bend CORPS has allowed the agency to also secure additional private funds and volunteer labor through their Hearts and Hammers program to provide housing rehabilitation to deteriorating homes within Sugar Land. The Fort Bend CORPS also leveraged over \$66,800 towards the Sugar Land housing rehabilitation program.

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

The Community Development Department of the City of Sugar Land managed the CDBG program during PY 2013. The Community Development Administrator was the ultimate staff member responsible for the program and reported to the Assistant City Manager who reports to the City Manager, Mayor and City Council. City staff was assigned to oversee the day-to-day operations of the CDBG program, and administrative consultants were contracted to assist with program implementation and to provide technical assistance to city staff. The Finance Department administered the financial reporting, disbursement of funds and management of the award. Engineering and Parks & Recreation Departments assist in administering community development projects, including the Settlers Way Park Improvements, to ensure compliance with pertinent construction requirements. One such requirement is Senate Bill 484, which requires municipalities to confirm projects are registered with the Texas Department of Licensing and Regulation (TDLR) for compliance with Texas Accessibility Standards.

The City of Sugar Land works cooperatively within its own structure to administer the CDBG program with the least amount of additional funding and staff required. As a result, for PY 2013, city staff shared many administrative tasks, such as the development of the Annual Action Plan, monitoring of subrecipients, and the development of the CAPER, with contracted consultants. This eliminated the need to hire additional city staff, paying benefits and other indirect costs. No city salaries were supported with CDBG funds.

During the development of the Annual Action Plan, the City provides all interested potential subrecipients with a pre-application workshop where the requirements of the program are explained and questions are answered. With the completion of the application process and the approval of the Annual Action Plan, a pre-contract meeting is scheduled with the subrecipients during which time the City and the contract consultants review the program requirements and the reporting documentation. Each subrecipient is required to submit reimbursement requests on a monthly basis that include all of the necessary financial documentation along with forms detailing the number of clients, their income and demographic characteristics. The City staff and contract consultants conduct a desk review of the requests prior to releasing them for payment and request revisions as necessary. In addition, the contract consultants and city staff provide technical assistance and conduct on-site monitoring of each agency annually.

As the city staff and contract consultants identify any weaknesses in the reporting or performance of subrecipients, a meeting is called, and the staff and consultants assist the subrecipient in rectifying the problems. If the problems are not rectified, reimbursements are denied and future funding may be jeopardized.

Citizen Participation

1. Provide a summary of citizen comments.

The CAPER was available for citizen review and comment during the period of November 20, 2014 through December 4, 2014, and a public notice to that effect was posted in the general circulation newspaper on November 19, 2014. In addition, the public notice was also posted on the public bulletin board at City Hall and on the City's website. A copy of the newspaper notice is included within the Attachments.

The City also added an advertisement on the municipal television station; this advertisement was in print as well as audio for those individuals with hearing or visual disabilities. The municipal television station can also be accessed on the City's website for those individuals who do not subscribe to cable television services. In addition, the City's website also has a tool that allows for the translation of text into several languages for non-English speakers. The City of Sugar Land received no comments or citizen complaints during the required comment period.

During the program year, the City hosts at least two public hearings regarding the upcoming year's proposed funding allocation and posts the Annual Action Plan for public review and the receipt of comments for at least thirty days. During the development of the Annual Action Plan, City Council members are briefed on staff's recommendations for funding and provide their input and considerations. The funding recommendations are brought before City Council at a regularly-scheduled City Council meeting as is the Action Plan upon conclusion of the 30-day public comment period. During City Council meetings, residents are afforded the opportunity to speak on any agenda item, including the CDBG program. The City Council meetings are also televised live and repeated throughout the week on the municipal cable channel. If residents do not have access to the municipal cable channel, they can also view the City Council meetings on the City's website.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

Table 3 outlines the total amount of CDBG funds received by the City of Sugar Land, the total funds expended during PY 2013 (October 1, 2013 – September 30, 2014) and the number of people or housing units served. The City of Sugar Land did not receive any program income during the 2013 program year. Also provided is a map of all the target areas along with a separate map of the location of the houses that received CDBG-funded rehabilitation. Public services were provided throughout the city for eligible residents.

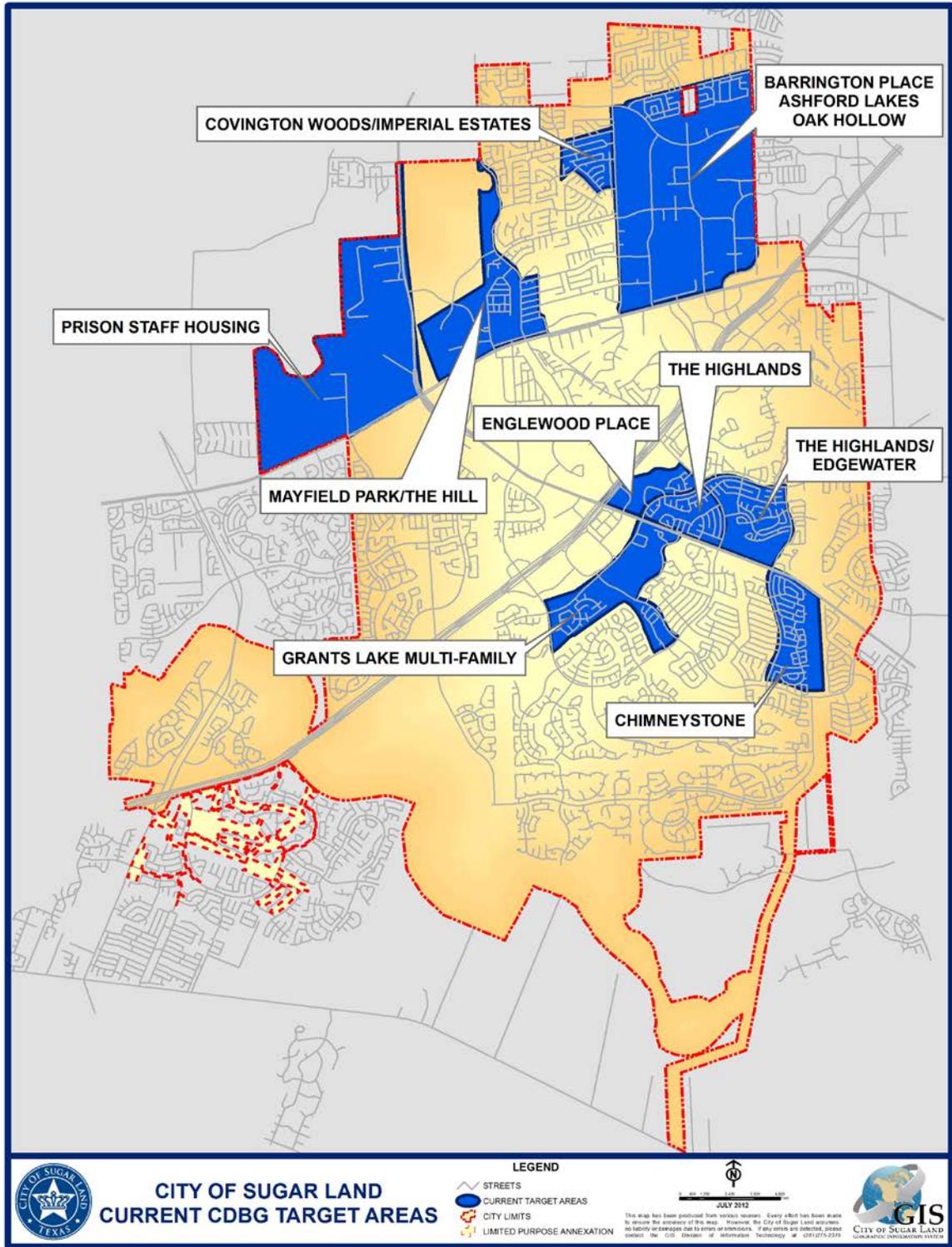
Table 3—Funds Allocated & Expended and Units Served by Objective

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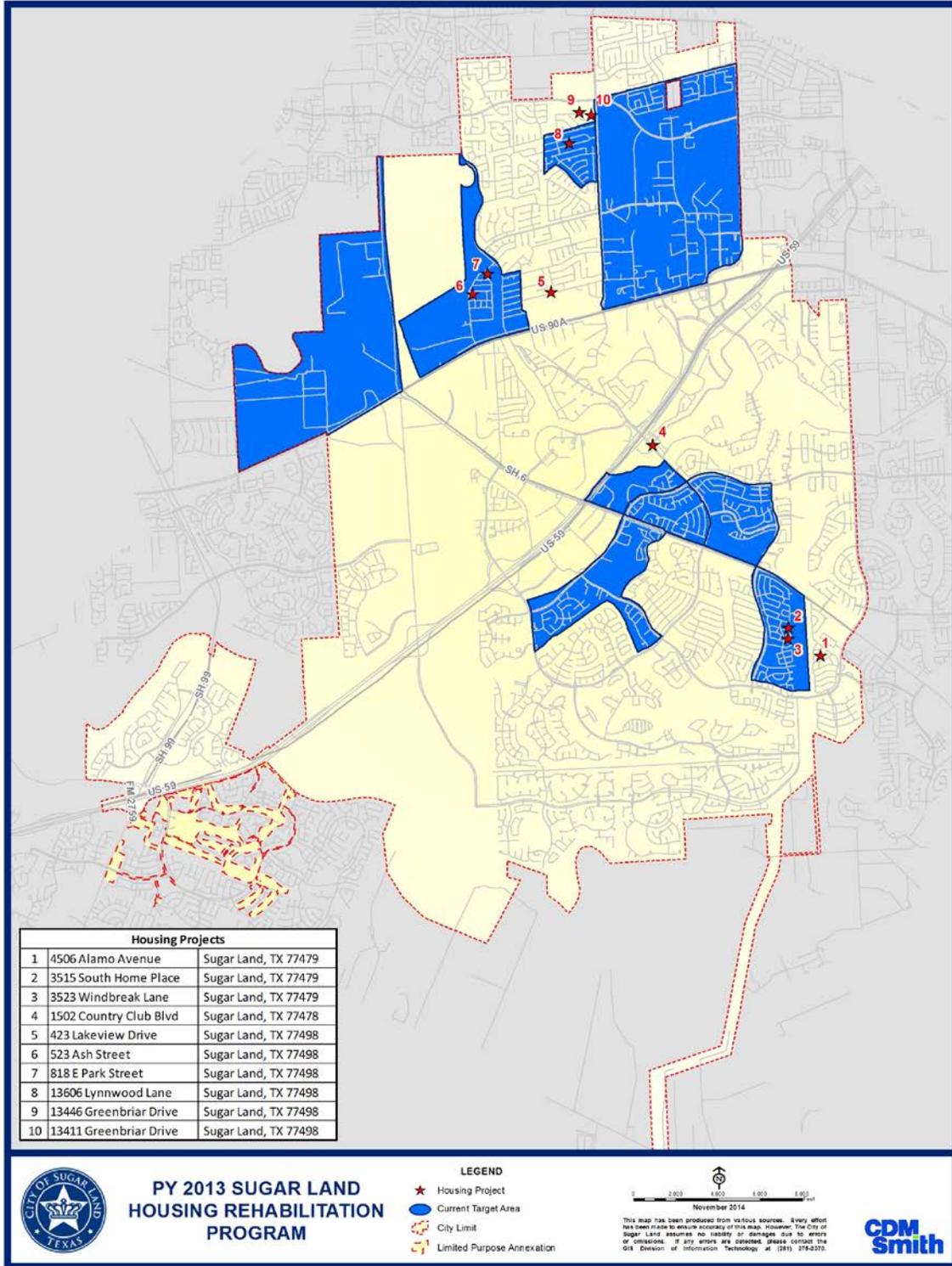
Table 4 -- Area Benefit Activities by Census Tract Block Group

Project	Census Tract & Block Group	Total 2000 Population	2000 Low-Mod Income Population	Percent Low-Mod Income
Settlers Way Park	674100 BG3	2013	492	24.4%

Map 1—Location of Current Target Areas



Map 2—Housing Rehabilitation Program



Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

The Community Development Department of the City of Sugar Land managed the CDBG program during PY 2013. The Community Development Administrator was the ultimate staff member responsible for the program and reported to the Assistant City Manager who reported to the City Manager, Mayor and City Council. City staff was assigned to oversee the day-to-day operations of the CDBG program, and administrative consultants were contracted to assist in the implementation of the program and provide technical assistance to city staff. The Finance Department administered the financial reporting, disbursement of funds and management of the award, and the Engineering and Parks & Recreation Departments assisted in administering community development projects, including the Settlers Way Park Improvements, to ensure compliance with pertinent construction requirements.

The City works cooperatively within its own structure to administer the CDBG program with the least amount of additional funding and staff required. As a result, for PY 2013, city staff shared many administrative tasks, such as the development of the Annual Action Plan, monitoring of subrecipients, and the development of the CAPER, with contracted consultants. This eliminated the need to hire additional city staff, paying benefits and other indirect costs. No city salaries were supported with CDBG funds.

However, even with consultants, the City cannot successfully fulfill its obligations within a vacuum. Therefore, the City relies on nonprofit agencies, Fort Bend County, the Coalition for the Homeless of Houston/Harris County and the State of Texas to ensure that the maximum level of need is met in the most cost-effective manner possible. In addition, the City works closely with the service providers and advocates to determine levels of need, quality of services in meeting the need and methods of funding services.

At this time, there does not appear to be any gaps in institutional structure within the administration of the program. It is the intention of the City of Sugar Land to ensure that all subrecipients are provided with the most complete technical assistance possible to ensure that they are well-equipped to carry out the programs for which they have received Sugar Land CDBG funding.

Monitoring

1. Describe how and the frequency with which you monitored your activities.

As outlined below, monitoring activities during PY 2013 occurred at least once for those subrecipients with no history of findings or a complex program. More frequent monitoring occurs when a subrecipient has a history of non-compliance or problems in meeting the HUD regulations and their contractual agreements. Additionally, new subrecipients may be monitored more frequently and are provided extensive technical assistance. During PY 2013, the administrative consultants and city staff visited each subrecipient at least once, met with the people involved in the contracted activity and reviewed a random selection of client and financial files. Throughout the year, the administrative consultants also conduct monthly desk

reviews to examine the reimbursement requests prior to submission and review by city staff. The administrative consultants ensure that each subrecipient reports the number of clients served while reviewing payment requests, and city staff ensures that financial reimbursement requests are received in a timely fashion and are accurate prior to payment.

2. Describe the results of your monitoring including any improvements.

The City of Sugar Land's monitoring strategy is designed to assist staff in fulfilling its regulatory obligation in monitoring subrecipients, including city departments. The purpose for this monitoring strategy is to ensure proper program performance, financial performance and regulatory compliance in accordance with HUD regulations.

Staff and contract consultants have the responsibility to ensure that each subrecipient, including each recipient city department, is adhering to its approved scope of service, budget and schedule of service. Each subrecipient or city department must also abide by the regulatory guidelines set forth by HUD in providing benefits to low- to moderate-income persons and/or eliminating a slum or blighted condition.

The monitoring process is an on-going process of planning, implementation, communication and follow-up. Under normal circumstances, on-site monitoring is conducted at least once a year. However, if the activity or program is considered to have a high-risk of non-compliance, a more frequent monitoring schedule may be developed based on these factors and the nature of the activity or program being performed. High risk programs may include housing rehabilitation, economic development or acquisition, multiple activities or programs undertaken by any subrecipient or city department for the first time, and programs undertaken by an agency or department with a history of staff turnovers, reporting problems, or monitoring findings.

Monitoring provides a basis for assessing a program's operations and identifying problems. A secondary goal of monitoring is to obtain ongoing data for use in determining program achievement. Evaluations summarize monitoring findings and program goals and measure progress toward those goals during the provision of services.

Through PY 2013, the Community Development Department had the responsibility for overall CDBG performance and Consolidated Plan compliance, including the performance of its subrecipients. The Department partners with and coordinates the monitoring activities with the contract consultants. Clear record keeping requirements for programs is essential for grant accountability, and the responsibility for maintaining many of the records is assigned to the subrecipients and city departments. This includes responsibility for documenting activities with special requirements, such as necessary determinations, income certifications or written agreements with beneficiaries, where applicable.

The contract consultants and city staff host mandatory meetings and workshops for all subrecipients prior to the signing of subrecipient contracts. These workshops provide information about desk reviews, the monitoring process, the record-keeping and monitoring forms, compliance issues and schedules for reporting. Before actual

monitoring begins, a pre-monitoring email and letter are sent to the designated person(s) at the subrecipient agency or city department to discuss the overall expectations, information to be viewed and the time frame for site visits.

The city staff and consultants conduct site visits of the activities or projects of each subrecipient or city department. The monitoring process consists of the monitors examining time records, client files, financial records, equipment and machinery where applicable. The monitors discuss security measures that a subrecipient or city department has in place to avoid theft of federally funded purchases, if applicable, and examine all equipment or machinery for the City's identification number. This is done to ensure that any equipment or machinery purchased with CDBG funds are being used to meet a national objective and also to ensure that any equipment purchased with CDBG funds through a subrecipient is used to meet said objective.

The procedure for conducting the monitoring consists of the following:

1. Each subrecipient or city department is notified, in writing and via email, of a date, time, place and information to be viewed and discussed.
2. A conference is held with a Board Member, Executive Director, Department Head and/or staff persons working with or salaried through the program or activity being funded.
3. The actual monitoring visit is conducted by completing the monitoring interview forms, viewing documentation and if applicable, viewing rehabilitated sites, structures and the like.
4. Monitoring visits conclude with persons referred to on #2 (of this section) being advised of possible deficiencies, if any.
5. A monitoring letter is transmitted advising of the monitoring visit findings (which are violations of laws or regulations which can result in the de-obligation of funds) or concerns (which could result in a finding if not properly corrected) and indicates that the subrecipient should address any findings and/or concerns within thirty (30) days.

The monitoring visits also allow city staff and consultants to discuss solutions to possible problems that may have occurred from past experiences with a particular subrecipient or city department. The consultants and city staff are also available to meet one-on-one with subrecipients throughout the year as need arises.

During a monitoring visit, the monitors have the right to view any and all files that are related to a particular program or activity that is being funded with CDBG funds.

- Monthly Beneficiary, Progress and Expenditure Reports for subrecipients are due on or before the 15th of each month. Continual delays in the submissions of these reports may affect this grant allocation and future allocations.
- Copies of invoices, canceled checks, etc. are requested as documentation along with the Monthly Beneficiary, Progress and Expenditure Reports.
- Any subrecipient that receives \$500,000 or more in federal funds in one (1) year must have an independent audit performed which complies with the OMB Circular A-133 Single Audit Act.

The City of Sugar Land's CDBG program must meet all requirements set forth by the U.S. Department of Housing and Urban Development and the Office of Management and Budget. The City conducts an independent audit annually to ensure that CDBG funds are used in accordance with program requirements.

One of the problems facing the City of Sugar Land, Missouri City and Fort Bend County is that many of the subrecipients are county-wide agencies serving all of Fort Bend County and receiving funding from each of the Entitlement Jurisdictions within the County. Since addresses near city limits may have a city address but not be actually within that city, the subrecipients often have trouble determining the exact jurisdiction of the addresses and thus which of the three CDBG agencies to invoice. The City of Sugar Land has provided the agencies with detailed instructions regarding on-line verification of the addresses and their location in or out of the City of Sugar Land city limits. City staff and contract consultants review and verify addresses of new clients that are submitted, and when one is identified as being outside the corporate limits, the reimbursement request must be returned to the agency for correction. The City will not approve an invoice from a subrecipient without proper backup documentation being received. By working closely and openly with the subrecipients, the City of Sugar Land provides every opportunity for the agencies' success. Those agencies who are not successful or do not meet the expectations that they create or that the City has for them receive additional technical assistance. Currently, no agency has failed to meet its numbers through negligence, but rather unique circumstances that the City reviewed and accepted.

3. Self Evaluation

- a. Describe the effect programs have in solving neighborhood and community problems.
- b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
- d. Indicate any activities falling behind schedule.
- e. Describe how activities and strategies made an impact on identified needs.
- f. Identify indicators that would best describe the results.
- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
- h. Identify whether major goals are on target and discuss reasons for those that are not on target.
- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Most public service and housing rehabilitation programs serve the general low- to moderate-income residents of Sugar Land. However, there are concentrated efforts within Mayfield Park, a CDBG Target Area with the greatest needs. To ensure that the residents of this target area had park space and adequate streets within its neighborhood, the City utilized CDBG funds during previous program years to purchase parkland and conduct multiple street reconstruction projects within the neighborhood. In addition, the Fort Bend CORPS rehabilitates homes of low- to moderate-income owners throughout Sugar Land, but the vast majority of the homes served to date have been in Mayfield Park. Through the efforts of the Fort Bend CORPS and the City of Sugar Land, the Mayfield Park neighborhood is being provided decent housing and a more livable environment for all of its residents.

A new infrastructure project began in PY 2008 at Settlers Way Park in the Chimneystone neighborhood. While the design phase of the project began in late PY 2008, it was completed in late PY 2010 and was finalized with the receipt of the final

design drawings and invoicing in PY 2011. With the completion of the park design, the City of Sugar Land planned for construction as part of the PY 2013 Annual Action Plan. The cancellation of the Senior Center Rehabilitation project and reallocation of funds to the Settlers Way Park Improvements delayed the start of the project. The City of Sugar Land is now awaiting environmental clearance to proceed with bidding.

During PY 2011 and PY 2012, the rehabilitation of the Sugar Land Community Center to transform it into a multi-purpose community/senior center took priority due to it benefitting a more sensitive population group, the elderly. The Senior Center design project was completed during PY 2010, and construction was completed in PY 2011. However, the project was deobligated and canceled during PY 2013 following discussions with HUD's Houston Field Office regarding the difficulties with documentation of client eligibility.

The City of Sugar Land makes every effort to maximize its public service agencies' involvement within the community, and in so doing, the City attempts to utilize the maximum allowable funding for public service agencies each program year.

The Literacy Council of Fort Bend County's program provides literacy education to the immigrant population and to those adults with reading limitations. This service has greatly enhanced the overall literacy of Sugar Land and the employability of those residents receiving literacy education. The program has been a successful anti-poverty program for those who previously were unable to secure employment at a livable wage due to language and reading barriers.

The Fort Bend Seniors Meals on Wheels program has improved the living conditions of low- to moderate-income homebound seniors through the delivery of prepared meals. This service increases their life span and health as they would otherwise not have nutritious meals and would often not eat for several days.

Child Advocates of Fort Bend uses CDBG funds to provide forensic, victim advocacy and therapy services to abused children and their non-offending family members. Through these services, abused children and their families are able to heal and break the cycle of abuse.

As a result of this funding, the neighborhoods with the greatest need, Mayfield Park and Chimneystone, and the residents with the greatest needs, the youth, the elderly, the illiterate, and the abused, have benefited greatly by the services funded through the CDBG program. As these neighborhoods benefit and the residents in need of assistance benefit, the City as a whole benefits as well.

The City of Sugar Land's Consolidated Plan detailed the priority needs of projects benefiting from CDBG funding. Of these priorities, each had performance indicators linked to individual activities. The indicators for PY 2013 are listed below.

Table 5– Measurable Indicators by Program

Program	Measurable Indicators
Public Facility Rehabilitation	Number of limited clientele individuals throughout the City benefitting
Housing Rehabilitation	Number of owner-occupied homes rehabilitated
Public Service Programs	Number of individuals provided services that can improve their living conditions

The primary barrier that has posed a limitation in fulfilling the City’s overall vision is money. As CDBG funds are limited, the City must monitor the public service allocation so as to not exceed the 15 percent cap placed on the award by legislation. The City is committed to its public service agencies and attempts to utilize the entire allowable allocation every year. Because of the small size of the annual grant, the City must make the difficult decision of how to divide the remaining funds amongst housing, infrastructure and administration.

The major goals regarding infrastructure are progressing. With the design phase of Settlers Way Park complete, the City expected to commence construction in an expedited fashion in PY 2013 when the necessary resources became available. However, due to the cancellation of the Senior Center Design and Senior Center Rehabilitation and the reallocation of those funds to the Settlers Way Park Improvements, there were some delays in the start of construction.

During PY 2013, housing rehabilitation was once again a very successful program and exceeded its targeted units served. While the major goal of providing services to the elderly, the illiterate, the disabled and the abused are ongoing, and while some agencies exceeded their targeted beneficiaries during PY 2013, one agency was unable to meet their goals. The City will work closely with the public service providers to create more realistic goals and will continue to provide technical assistance in order to maintain proper compliance.

Table 6 – Consolidated Plan Goal & PY 2013 CDBG Accomplishments

Matrix Code	Specific Objective	Project	Description	5-Year Priorities	5-Year Objectives	Current Year Objectives	Measurements	Accomplishments	Percent Accomplished
05 Public Services									
05N Abused & Neglected Children	SL-1.2	Child Advocates of Fort Bend	Counseling & advocacy for abused and neglected children	Medium	215-270	48	People	79	165%
05H Employment Training	EO-1.1	Literacy Council of Fort Bend County	Adult literacy & ESL education	Medium	610-765	109	People	78	72%
05A Senior Services	SL-1.3	Fort Bend Seniors Meals on Wheels	Meals on Wheels services to homebound elderly and disabled	High	20-25	20	People	40	200%
Public Services Total						177	People	197	
14A Single Family Rehab	DH-3.1	Fort Bend CORPS	Minor single family rehabilitation, including ADA	High	40-120	8	Housing units	10	125%
21A Administration		CDBG Program Administration	Administrative costs for managing CDBG	High	N/A	N/A			

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

The City of Sugar Land is committed to reducing lead hazards. As a result, all housing rehabilitation projects that involve disturbing exterior or interior paint are tested for lead-based paint prior to the rehabilitation. The housing rehabilitation subrecipient contracts with certified lead testers for all lead-based paint tests. When lead-based paint is identified, the appropriate lead hazard control methods are incorporated into the rehabilitation project. During PY 2013, none of the houses that had paint disturbed during the rehabilitation process tested positive for lead-based paint.

The City, through its contract with the Fort Bend CORPS as a housing rehabilitation subrecipient, will continue to provide information to neighborhood organizations, applicants for rehabilitation work and interested residents regarding lead poisoning and hazards and how to identify problems, receive blood tests and access treatment.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

In August 2009, the City of Sugar Land updated its Analysis of Impediments to Fair Housing Choice (AI) and its Fair Housing Plan (FHP). The City reviewed the AI and FHP, and as in the former planning process previously updated in PY 2005, found that there were no policies that contributed to the concentration of racial/ethnic minorities and that city building codes and ordinances did not impede or limit the development or improvement of affordable housing in Sugar Land.

There are tax relief policies in effect which can help low-income homeowners retain their homes. Installment payments are available to residents over 65 years of age, and homeowners age 65 or older can “defer” or postpone paying property taxes on their home. However, the Property Tax Deferral only postpones the tax liability; property taxes are not cancelled.

Due to the need in Sugar Land, as demonstrated by the demographics outlined in the Census data and by the applications to the Fort Bend CORPS for minor and moderate housing rehabilitation, the elderly have the greatest need of assistance. Due to their income and age, maintenance on their homes has been deferred over time and a greater number of houses occupied by elderly owners have rehabilitation and repair needs. Disabled home owners also have a high priority for minor housing rehabilitation. Small, large and other owner-occupied housing have no less of a need on an individual per-household basis; however, there are fewer households applying for CDBG assistance and a greater ability for the homeowner to make the repairs.

The City of Sugar Land had a one-year goal of providing minor housing rehabilitation to 8 housing units owned and occupied by low- to moderate-income residents, including the elderly and disabled and the major rehabilitation of no more than one housing unit owned and occupied by a low- to moderate-income resident, and during PY 2013, the Fort Bend CORPS provided minor rehabilitation for 10 homes. Due to the small CDBG allocation and not being a HOME Participating Jurisdiction (PJ), the City of Sugar Land is not able to fund the development of new affordable housing units, acquisition of existing units, first-time homebuyers assistance or tenant-based rental assistance for the homeless, non-homeless, and special-needs households.

The City of Sugar Land is not a HOME or Emergency Solutions Grants Program (ESGP) entitlement community. However, Fort Bend County does receive funds through these programs, and these funds are available for use by agencies serving Sugar Land residents.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

The City of Sugar Land’s PY 2013 objective regarding affordable housing was to rehabilitate 8 owner-occupied units. Through the Fort Bend CORPS, CDBG funds were used for the minor rehabilitation of 10 low- to moderate-income owner-occupied homes. Of those receiving minor rehabilitation, one (1) was extremely low-income, five (5) were low-income and four (4) were moderate-income. Of the recipients who received assistance, four (4) were disabled individuals whose repairs included but were not limited to interior and exterior modifications to assist with accessibility. In addition to CDBG funding, the Fort Bend CORPS leveraged over \$66,800 in program funds to conduct the Minor Home Rehabilitation Program.

The goal of Sugar Land’s CDBG program with regards to housing is to rehabilitate existing housing stock for low income home owners to ensure the long term stability of available affordable housing. Due to limited federal resources, the City does not have an affordable housing program but actively promotes the rehabilitation program and prioritizes the needs of elderly and disabled persons. These special needs populations are given added consideration as it relates to property tax relief. Additionally, health and safety needs are given top priority to ensure the well-being of low income communities.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Neither the City of Sugar Land nor Fort Bend County, in which the City sits, is a public housing authority or a recipient/manager of State of Texas Section 8 Housing Choice Vouchers. However, the State of Texas does provide Section 8 vouchers to residents living outside Public Housing Authority (PHA) jurisdictions, and the City of Sugar Land does not discourage anyone from pursuing Section 8 status. The City of Sugar Land does not discourage landlords from agreeing to accept Section 8 Housing Choice Vouchers (HCVs), neither is it able to promote the program as a public housing authority.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

During PY 2005 and again in August 2009, the City conducted an updated Analysis of Impediments (AI) to Fair Housing Choice and developed a Fair Housing Plan (FHP). The final document included issues regarding barriers to affordable housing. The Analysis of Impediments indicated that no significant institutional barriers to affordable housing exist in Sugar Land. Pre-development, building permit and inspection expenses are average in terms of housing construction and renovation costs. The City continues to apply flexibility in zoning and building requirements when appropriate to allow for infill housing development and to provide technical assistance to developers of affordable housing.

The City has found that the most significant barriers to affordable housing are land costs and construction costs. The City continued in PY 2013 to provide tax relief in the form of installment payments to property owners claiming the over 65 homestead exemption. The City also continued to defer property taxes for homeowners 65 years of age or older. However, the property tax deferral only postpones the tax liability; property taxes are not cancelled.

No applicants for Low Income Housing Tax Credit developments, CHDOs or CDCs came to the City for certification of consistency with the Consolidated Plan.

As previously referenced, the City of Sugar Land updated its Analysis of Impediments (AI) and Fair Housing Plan (FHP) in August 2009. Through this analysis, the City found that there were no policies that contributed to the concentration or prohibition of racial/ethnic minorities and no city building codes or ordinances that would limit the development or improvement of affordable housing in Sugar Land. The City of Sugar Land continues to review its public policies to determine their impact on affordable housing, and the City's policy is to review any complaints regarding barriers to affordable or fair housing to determine the cause of the complaint and to assure that no city policies or procedures are inadvertently causing any fair housing problems. Any complaint that reveals a City policy has created or may cause an impediment to be sustained will be reviewed, and action may be taken to ensure that this impediment will not limit fair housing choice. In addition, the Community

Development Administrator will act as the Fair Housing Officer who will be responsible for receiving complaints from the public and working with the appropriate city personnel to develop remedies to address unfair housing issues. There were no fair housing complaints or any other program related complaints received for PY 2013.

With the limited amount of CDBG funds awarded to the City of Sugar Land and the City not being a HOME Participating Jurisdiction, it was determined that CDBG funds should be used only for owner-occupied rehabilitation. The City of Sugar Land utilized approximately 25% (a total of \$79,502) of its PY 2013 CDBG budget to conduct housing rehabilitation activities. All clients served through the housing rehabilitation program, a total of 10 residents, received Fair Housing brochures and information from the Fort Bend CORPS, and of the total housing rehabilitation beneficiaries, three (3) households received rehabilitation assistance compliant with the ADA. Due to the need in Sugar Land, as demonstrated by the demographics outlined in the Census data and by the applications to the Fort Bend CORPS for minor and moderate housing rehabilitation, the elderly have the greatest need of assistance. Due to their income and age, maintenance on their homes has been deferred over time and a greater number of houses occupied by elderly owners have rehabilitation and repair needs. Disabled homeowners also have a high priority for minor housing rehabilitation. Small, large and other owner-occupied housing have no less of a need on an individual per-household basis; however, there are fewer households applying for CDBG assistance and a greater ability for the homeowner to make the repairs.

When reviewing each racial/ethnic group by housing cost burden, the total households for a category is often very small, resulting in either a suppression of the data or a disproportionately high percentage. The table below details the percent of occupied units with housing cost burdens by income and race/ethnicity of the householder.

Table 7 – Comparison of 2010 Housing Cost Burden by Race/Ethnicity

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	17,060	3,685	2,710	170
White	10,480	1,635	1,350	40
Black / African American	930	250	305	0
Asian	4,010	1,440	815	110
American Indian, Alaska Native	90	0	10	0
Pacific Islander	0	0	0	0
Hispanic	1,420	310	220	15

Data : 2006-2010 CHAS

According to 2010 CHAS data, three ethnic groups experience an increased housing cost burden. Approximately 28% of Hispanic households experience housing cost burdens while 37% of both Black/African American and Asian households experience burdens. Comparatively, while a larger number of White households experience similar housing cost burdens, this makes up only 22% of the total number of White households. Black/African American and Asian households are therefore disproportionately impacted by increased housing cost burdens. All income categories at or below 80% average median income (AMI) have an increased need for affordable housing. Based on the 2010 CHAS, the greatest number of households suffering from severe housing problems falls under the 50-80% AMI category. This income category sees high numbers of White and Asian populations with greater needs. In general, the correlation between income and need is much greater, and no significant disparity can be directly correlated to race.

While one group may have a significantly lower percent with housing problems for a tenure-by-income category, that same group may exceed the average for another category. The oldest neighborhood with the greatest need and lowest incomes is Mayfield Park. This neighborhood was constructed originally by the Imperial Sugar Company as housing for its laborers. As a result, the homes were originally purchased by lower-income, primarily minority, workers and have been passed down from generation to generation keeping it a predominately minority neighborhood with older, smaller homes that have some housing problems. Since a majority of the housing in Mayfield Park was inherited from parents or grandparents who had clear title, there have been no income qualifications required for purchase by the current owners, many of whom are very low-income and unable to maintain their homes. However, there does not appear to be any impediments to affordable housing based solely on race/ethnicity.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives
 - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
 - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
 - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
 - a. Detail results of on-site inspections of rental housing.
 - b. Describe the HOME jurisdiction's affirmative marketing actions.
 - c. Describe outreach to minority and women owned businesses.

The City of Sugar Land is not a HOME/ADDI Participating Jurisdiction.

HOMELESS

Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

There is no Continuum of Care system specifically for the City of Sugar Land or Fort Bend County; however, the City and County support the efforts of the Coalition for the Homeless of Houston/Harris County and the Houston/Harris County Continuum of Care System. The Fort Bend CORPS provides housing rehabilitation that can lengthen the life span of a structure, thus making it habitable for those who may become homeless if their property were to be uninhabitable or condemned. In utilizing the PY 2013 CDBG funds, the Fort Bend CORPS provided minor housing rehabilitation to 10 low- to moderate-income owner-occupied homes within the City of Sugar Land.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

The City's primary homeless prevention activities were the rehabilitation of deteriorating owner-occupied housing. Without ESGP funds, the City does not provide specific homeless prevention funding. The City encourages agencies to participate in the Houston region Continuum of Care process and to apply to the County and State for ESGP funding.

Emergency Shelter Grants (ESG)

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
 - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
 - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
 - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.

4. State Method of Distribution
 - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
 - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
 - b. Homeless Discharge Coordination
 - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
 - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

The City of Sugar Land is not an ESGP entitlement community and receives no ESGP funds.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

While housing is a primary focus of the CDBG program, housing stock cannot be maintained and residents cannot afford improved housing if other community development programs are not employed. The priorities for the City of Sugar Land in providing non-housing community development during the five years of the current Consolidated Plan include:

- Promote anti-crime programs in target areas;
- Enhance economic opportunities and development for low- and moderate-income neighborhoods and residents;
- Enhance target area neighborhoods through the improvement and repair of aging and deteriorating infrastructure;

- Promote equity and access in housing and supportive services through planning and administration of the CDBG program;
- Promote viable neighborhoods through the installation and improvement of parks and public facilities;
- Promote the health and well-being of city residents through public and supportive services; and
- Promote the health and well-being of neighborhoods through code enforcement.

During PY 2013, the City of Sugar Land used CDBG funding to support the following five priorities:

- Neighborhood improvement through the repair and rehabilitation of deteriorating homes;
- Promote health and well-being through the provision of home-delivered meals, child advocacy for abused children, and shelter and services for victims of domestic violence.
- Enhance economic opportunities for illiterate adults and other residents through literacy services;
- Promote equity and access through the administration of the CDBG program; and
- Promote viable neighborhoods through the rehabilitation of public facilities and parks.

The Settlers Way Park Improvements project was scheduled to begin in PY 2013 and while delayed, is currently in the construction process with the preparation of bid documentation. Park improvements are proposed to allow greater use of the park by the local community. Included in the scope of work are ADA compliant improvements such as accessible parking, ramps, wider sidewalks and accessible restrooms.

The Literacy Council of Fort Bend County provided literacy training, English as a Second Language education and job readiness training to 78 new unduplicated individuals. This service greatly enhanced the participants' economic opportunities, and of those individuals receiving service, 32 were extremely low-income, 18 were low-income and 28 were moderate-income.

Child Advocates of Fort Bend assisted 79 victims of child abuse and their non-offending family members in dealing emotionally and psychologically with their abuse and in developing a legitimate case against the abuser. Of these individuals, all 79 were documented as presumed benefit population and therefore presumed to be extremely low-income.

Fort Bend Seniors Meals on Wheels provided services to 40 senior citizens that are outlined in the Non-Homeless Special Needs section of this CAPER. Of these individuals, all 40 seniors were documented as presumed benefit population and therefore presumed to be extremely low-income.

Other activities, such as community-wide economic development were carried out using General Funds, not the limited CDBG funds.

Table 8– Summary of Accomplishments for PY 2013

Project	Amount Funded	Proposed Units	White non-Hispanic	Black non-Hispanic	Other non-Hispanic	Hispanic	Total	Extremely Low	Low	Mod	Pct L-M
Public Services											
Child Advocates of Fort Bend	\$9,902	48	39	2	21	17	79	79	0	0	100%
Literacy Council of Fort Bend County	\$14,585	109	10	0	52	16	78	32	18	28	100%
Fort Bend Seniors Meals on Wheels	\$23,214	20	28	3	3	6	40	40	0	0	100%
Total Public Services	\$47,701	177	77	5	76	39	197	151	18	28	100%
Housing											
Fort Bend CORPS Housing Rehab	\$79,502	8	7	1	1	1	10	1	5	4	100%
Public Facilities and Improvements											
Settlers Way Park Improvements	\$127,206 \$663,835.93*	492									
Administration	\$63,602	N/A									

*Funds allocated represent multiple year funding from PY 2008, PY 2009, PY 2010, PY 2011 and PY 2012.

2. Changes in Program Objectives

- a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.

There were no general changes in program objectives or priorities.

3. Assessment of Efforts in Carrying Out Planned Actions

- a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
- b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
- c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.

In order to inform the community of the City's PY 2013 CDBG subrecipient application process, a public notice was printed in the local general circulation newspaper indicating that a pre-application workshop would be conducted for agencies interested in applying for CDBG funds during which time the agencies could obtain the application information and ask questions regarding the program and their proposed project. In addition, the City mailed application documentation to local non-profit agencies whose programs might classify as fundable CDBG projects. The

City and its administrative consultant provided technical assistance to agencies indicating a desire to apply for funds, and the City funded every eligible agency requesting subrecipient funding. A total of 15 percent of the City's funding allocation was awarded to 3 successful public service agencies, of which all 3 agencies met the application's reporting requirements. Another 25% was allocated for Housing Rehabilitation with 1 agency applying and receiving funds. The funds were allocated using fair and impartial scoring criteria which were provided to the agencies with the subrecipient application documentation. Funding recommendations are reviewed with the City Manager and Assistant City Manager prior to review and approval by the City Council.

No agency requested a certification of consistency to the Consolidated Plan.

Throughout the program year, the City and its administrative consultants also provided technical assistance and support to all of the agencies requesting information or help in securing non-CDBG funding so as not to hinder Consolidated Plan implementation.

4. For Funds Not Used for National Objectives

- a. Indicate how use of CDBG funds did not meet national objectives.
- b. Indicate how did not comply with overall benefit certification.

No funds were used for activities outside of the national objectives, and the City was not asked to sign certificates of consistency for programs not providing services within the national objectives.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property

- a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
- b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
- c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

There were no CDBG funds expended for acquisition or demolition of real property, and only minor rehabilitation of residential properties was conducted which did not require relocation. Therefore, there were no residents displaced or relocated as a result of CDBG-funded activities.

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons

- a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
- b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.

- c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

Job creation and retention activities in the City of Sugar Land were conducted using 4A and 4B tax dollars, City general revenues and private funds. No CDBG funds were used for direct economic development activities. However, funds were used to support the literacy and job skills education provided by the Literacy Council of Fort Bend County. This activity assisted clients in securing employment or promotions.

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.

In accordance with 24 CFR 570/208(a)(1)(ii), the City of Sugar Land has a post-2000 low-mod exception of 22.4%, which allowed for the funding of the Settlers Way Park Improvements. The Chimneystone target area, the location of Settlers Way Park, has a 24.4% low mod population.

Two of the public service activities completed during PY2013 were categorized as presumed benefit limited clientele. Subrecipients collect eligibility information to document the file based on assistance provided to elderly persons, disabled persons, and abused children.

Two limited clientele low and moderate income benefit activities were funded to provide literacy education and minor housing rehabilitation. All of the homes receiving rehabilitation were owned and occupied by low- to moderate-income individuals as confirmed through income verification. Individuals receiving GED and literacy education also provide income documentation as evidence of their low and moderate income status.

8. Program income received
 - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
 - b. Detail the amount repaid on each float-funded activity.
 - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
 - d. Detail the amount of income received from the sale of property by parcel.

The City of Sugar Land had no program income for PY 2013.

9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
 - a. The activity name and number as shown in IDIS;
 - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;

- c. The amount returned to line-of-credit or program account; and
- d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

The City of Sugar Land made no prior period adjustments for disallowed reimbursements.

10. Loans and other receivables

- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
- b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
- c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
- d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
- e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

The City of Sugar Land made no loans and acquired no property using CDBG funds.

11. Lump sum agreements

- a. Provide the name of the financial institution.
- b. Provide the date the funds were deposited.
- c. Provide the date the use of funds commenced.
- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

The City of Sugar Land had no lump sum agreements.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a. Identify the type of program and number of projects/units completed for each program.
- b. Provide the total CDBG funds involved in the program.
- c. Detail other public and private funds involved in the project.

The Fort Bend CORPS received \$79,502 in CDBG funds and leveraged over \$66,800 in program funds to complete minor home repairs of 10 low- to moderate-income owner-occupied homes. The agency also utilized volunteers and in-kind contributions to complete rehabilitation and accessibility activities.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies

- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

The City of Sugar Land does not have a HUD-approved neighborhood revitalization strategy, including Federally-designated Empowerment Zones and Enterprise Communities.

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

The City of Sugar Land has taken direct action to help reduce poverty within its city limits. Key actions include:

- Funding of the Literacy Council of Fort Bend County to provide English as a Second Language, literacy education and job skills training to residents; and
- With 4A and 4B funds, managing an extensive economic development program to foster employment opportunities in Sugar Land.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

The City of Sugar Land does not use CDBG funds to address the supportive housing needs of the non-homeless special needs populations due to the limited funding available. However, the City did allocate \$23,214 in CDBG funds for home-delivered prepared meals for 40 elderly residents. This service allowed these elderly and disabled home-bound individuals to stay in their homes and receive nutritious meals.

Specific HOPWA Objectives

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
 - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;

- b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
 - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
 - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
 - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
 - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
- a. Grantee Narrative
 - i. Grantee and Community Overview
 - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
 - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
 - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
 - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
 - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
 - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
 - ii. Project Accomplishment Overview
 - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
 - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
 - (3) A brief description of any unique supportive service or other service delivery models or efforts
 - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages

that are not operational.

- iii. Barriers or Trends Overview
 - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
 - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
 - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
- b. Accomplishment Data
 - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
 - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

The City of Sugar Land is not a HOPWA participating jurisdiction and accessed no HOPWA funds through the State of Texas.

OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

ATTACHMENTS

Financial Summary Adjustments
Financial Summary Report
Summary of Accomplishments
Housing Rehabilitation Activities
Grantee Performance Report (GPR)
Public Notice of Public Comment Period

City of Sugar Land, Texas

Financial Summary Adjustments – PY2013

Program Income Summary for PY2013

The City of Sugar Land, Texas did not receive any Program Income during the 2013 Program Year

Adjustment Summary for PY2013

Line 10: Adjustment to compute total amount subject to low/mod benefit:

Deduct:	(\$3,645.04)	(Prior year payables less Admin costs)
Add:	<u>\$0.00</u>	(Current year payables less Admin costs)
Net Adj.	(\$3,645.04)	

Line 14: Adjustment to compute total expenditures:

Deduct:	(\$0.00)	(Prior year Admin payables)
Add:	<u>\$0.00</u>	(Current year Admin payables)
Net Adj.	(\$0.00)	

Line 20: Adjustment to compute total amount subject to low/mod benefit:

Deduct:	(\$3,645.04)	(Prior year payables less Admin costs)
Add:	<u>\$0.00</u>	(Current year payables less Admin costs)
Net Adj.	(\$3,645.04)	

Financial Summary Attachment – Sugar Land, Texas

PY13

A. Program Income Received
Not Applicable

B. Prior Period Adjustments
Not Applicable

C. Loans and Other Receivables
Not Applicable

D. LOCCS Reconciliation

LOCCS Balance	\$864,801.31
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ADD

Cash on Hand	\$0.00
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Grantee program account	\$0.00
-------------------------	--------

Subrecipients Program Accounts	\$0.00
--------------------------------	--------

Section 108	<u>\$0.00</u>
-------------	---------------

Cash on Hand	\$0.00
---------------------	---------------

SUBTRACT

Grantee CDBG Program Liabilities <i>(include any reimbursements due from program funds)</i>	\$73,617.16
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Subrecipient CDBG Program	<u>\$0.00</u>
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Liabilities Total	\$73,617.16
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Balance <i>(provide an explanation if an unreconciled difference exists)</i>	\$791,184.15
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E. Unprogrammed Funds Calculation

Amount of Funds available during reporting period	\$318,011.00
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Income expected but not yet realized	<u>0.00</u>
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Subtotal	\$318,011.00
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Less total budgeted amount	<u>\$318,011.00</u>
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Unprogrammed Balance	\$0.00
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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	147,162.93
02 ENTITLEMENT GRANT	318,011.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 RETURNS	516,673.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	981,846.93

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	(393,255.26)
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	3,645.04
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	(389,610.22)
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	63,600.00
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	(326,010.22)
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	1,307,857.15

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	(393,255.26)
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	3,645.04
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	(389,610.22)
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2013 PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	44,055.96
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	3,645.04
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	47,701.00
32 ENTITLEMENT GRANT	318,011.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	318,011.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	15.00%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	63,600.00
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	63,600.00
42 ENTITLEMENT GRANT	318,011.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	318,011.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	20.00%



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

Report returned no data.

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

Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2010	9	104	5671514	Senior Center Design	03A	LMC	(\$88,500.00)
2011	8	113	5671516	Senior Center Rehab	03A	LMC	(\$306,988.00)
2011	8	113	5671517	Senior Center Rehab	03A	LMC	(\$121,185.00)
2013	2	122	5663400	Children's Advocacy Center	05N	LMC	\$1,291.39
2013	2	122	5663401	Children's Advocacy Center	05N	LMC	\$1,055.75
2013	2	122	5688376	Children's Advocacy Center	05N	LMC	\$726.20
2013	2	122	5688377	Children's Advocacy Center	05N	LMC	\$866.45
2013	2	122	5688378	Children's Advocacy Center	05N	LMC	\$1,335.88
2013	2	122	5708309	Children's Advocacy Center	05N	LMC	\$701.53
2013	2	122	5708311	Children's Advocacy Center	05N	LMC	\$801.18
2013	2	122	5713647	Children's Advocacy Center	05N	LMC	\$1,682.87
2013	2	122	5747539	Children's Advocacy Center	05N	LMC	\$157.75
2013	3	123	5663402	Literacy Tutoring	05H	LMC	\$1,616.50
2013	3	123	5663403	Literacy Tutoring	05H	LMC	\$1,362.21
2013	3	123	5663404	Literacy Tutoring	05H	LMC	\$1,164.50
2013	3	123	5688380	Literacy Tutoring	05H	LMC	\$1,517.39
2013	3	123	5688381	Literacy Tutoring	05H	LMC	\$1,555.80
2013	3	123	5708322	Literacy Tutoring	05H	LMC	\$1,347.10
2013	3	123	5708324	Literacy Tutoring	05H	LMC	\$1,446.64
2013	3	123	5728144	Literacy Tutoring	05H	LMC	\$1,320.99
2013	3	123	5747546	Literacy Tutoring	05H	LMC	\$757.58
2013	3	123	5747549	Literacy Tutoring	05H	LMC	\$134.25
2013	4	124	5688382	Meals on Wheels	05A	LMC	\$1,658.33
2013	4	124	5688383	Meals on Wheels	05A	LMC	\$1,630.57
2013	4	124	5688384	Meals on Wheels	05A	LMC	\$1,582.20
2013	4	124	5708315	Meals on Wheels	05A	LMC	\$1,470.47
2013	4	124	5708318	Meals on Wheels	05A	LMC	\$1,259.68
2013	4	124	5708321	Meals on Wheels	05A	LMC	\$1,261.21
2013	4	124	5728139	Meals on Wheels	05A	LMC	\$1,345.14
2013	4	124	5728140	Meals on Wheels	05A	LMC	\$1,446.17
2013	4	124	5728142	Meals on Wheels	05A	LMC	\$1,530.13
2013	4	124	5747553	Meals on Wheels	05A	LMC	\$377.62
2013	4	124	5747557	Meals on Wheels	05A	LMC	\$320.65
2013	4	124	5747559	Meals on Wheels	05A	LMC	\$474.28
2013	4	124	5747560	Meals on Wheels	05A	LMC	\$708.89
2013	4	124	5747562	Meals on Wheels	05A	LMC	\$3,247.52
2013	4	124	5747563	Meals on Wheels	05A	LMC	\$2,609.28
2013	4	124	5747564	Meals on Wheels	05A	LMC	\$2,291.86
2013	5	125	5708313	Minor Home Rehabilitation Program	14A	LMH	\$10,789.97
2013	5	125	5713648	Minor Home Rehabilitation Program	14A	LMH	\$8,371.03
2013	5	125	5728134	Minor Home Rehabilitation Program	14A	LMH	\$11,043.31
2013	5	125	5728137	Minor Home Rehabilitation Program	14A	LMH	\$11,253.03
2013	5	125	5747541	Minor Home Rehabilitation Program	14A	LMH	\$8,344.31
2013	5	125	5747543	Minor Home Rehabilitation Program	14A	LMH	\$29,560.13
Total							(\$393,255.26)

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	2	122	5663400	Children's Advocacy Center	05N	LMC	\$1,291.39
2013	2	122	5663401	Children's Advocacy Center	05N	LMC	\$1,055.75
2013	2	122	5688376	Children's Advocacy Center	05N	LMC	\$726.20
2013	2	122	5688377	Children's Advocacy Center	05N	LMC	\$866.45
2013	2	122	5688378	Children's Advocacy Center	05N	LMC	\$1,335.88
2013	2	122	5708309	Children's Advocacy Center	05N	LMC	\$701.53
2013	2	122	5708311	Children's Advocacy Center	05N	LMC	\$801.18
2013	2	122	5713647	Children's Advocacy Center	05N	LMC	\$1,682.87
2013	2	122	5747539	Children's Advocacy Center	05N	LMC	\$157.75
2013	3	123	5663402	Literacy Tutoring	05H	LMC	\$1,616.50
2013	3	123	5663403	Literacy Tutoring	05H	LMC	\$1,362.21
2013	3	123	5663404	Literacy Tutoring	05H	LMC	\$1,164.50
2013	3	123	5688380	Literacy Tutoring	05H	LMC	\$1,517.39
2013	3	123	5688381	Literacy Tutoring	05H	LMC	\$1,555.80
2013	3	123	5708322	Literacy Tutoring	05H	LMC	\$1,347.10
2013	3	123	5708324	Literacy Tutoring	05H	LMC	\$1,446.64
2013	3	123	5728144	Literacy Tutoring	05H	LMC	\$1,320.99
2013	3	123	5747546	Literacy Tutoring	05H	LMC	\$757.58
2013	3	123	5747549	Literacy Tutoring	05H	LMC	\$134.25
2013	4	124	5688382	Meals on Wheels	05A	LMC	\$1,658.33
2013	4	124	5688383	Meals on Wheels	05A	LMC	\$1,630.57
2013	4	124	5688384	Meals on Wheels	05A	LMC	\$1,582.20
2013	4	124	5708315	Meals on Wheels	05A	LMC	\$1,470.47
2013	4	124	5708318	Meals on Wheels	05A	LMC	\$1,259.68
2013	4	124	5708321	Meals on Wheels	05A	LMC	\$1,261.21
2013	4	124	5728139	Meals on Wheels	05A	LMC	\$1,345.14
2013	4	124	5728140	Meals on Wheels	05A	LMC	\$1,446.17
2013	4	124	5728142	Meals on Wheels	05A	LMC	\$1,530.13
2013	4	124	5747553	Meals on Wheels	05A	LMC	\$377.62
2013	4	124	5747557	Meals on Wheels	05A	LMC	\$320.65
2013	4	124	5747559	Meals on Wheels	05A	LMC	\$474.28
2013	4	124	5747560	Meals on Wheels	05A	LMC	\$708.89
2013	4	124	5747562	Meals on Wheels	05A	LMC	\$3,247.52
2013	4	124	5747563	Meals on Wheels	05A	LMC	\$2,609.28
2013	4	124	5747564	Meals on Wheels	05A	LMC	\$2,291.86
Total							\$44,055.96

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	6	126	5663398	Administration	21A		\$10,176.00
2013	6	126	5663399	Administration	21A		\$5,088.00
2013	6	126	5688374	Administration	21A		\$5,088.00
2013	6	126	5688375	Administration	21A		\$4,452.00
2013	6	126	5708306	Administration	21A		\$4,452.00
2013	6	126	5708307	Administration	21A		\$4,452.00
2013	6	126	5728128	Administration	21A		\$4,452.00
2013	6	126	5728132	Administration	21A		\$4,452.00
2013	6	126	5747534	Administration	21A		\$4,452.00
2013	6	126	5747537	Administration	21A		\$4,452.00
2013	6	126	5752014	Administration	21A		\$4,452.00
2013	6	126	5752015	Administration	21A		\$7,632.00
Total							\$63,600.00



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Count of CDBG Activities with Disbursements by Activity Group & Matrix Code

Activity Group	Activity Category	Underway Count	Underway Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Housing	Rehab; Single-Unit Residential (14A)	1	\$79,361.78	0	\$0.00	1	\$79,361.78
	Total Housing	1	\$79,361.78	0	\$0.00	1	\$79,361.78
Public Facilities and Improvements	Senior Centers (03A)	0	\$0.00	2	\$0.00	2	\$0.00
	Parks, Recreational Facilities (03F)	1	\$0.00	0	\$0.00	1	\$0.00
	Total Public Facilities and Improvements	1	\$0.00	2	\$0.00	3	\$0.00
Public Services	Senior Services (05A)	1	\$23,214.00	0	\$0.00	1	\$23,214.00
	Employment Training (05H)	1	\$12,222.96	0	\$0.00	1	\$12,222.96
	Abused and Neglected Children (05N)	1	\$8,619.00	0	\$0.00	1	\$8,619.00
	Total Public Services	3	\$44,055.96	0	\$0.00	3	\$44,055.96
General Administration and Planning	General Program Administration (21A)	1	\$51,516.00	0	\$0.00	1	\$51,516.00
	Total General Administration and Planning	1	\$51,516.00	0	\$0.00	1	\$51,516.00
Grand Total		6	\$174,933.74	2	\$0.00	8	\$174,933.74



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CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type

Activity Group	Matrix Code	Accomplishment Type	Program Year		Totals
			Open Count	Completed Count	
Housing	Rehab; Single-Unit Residential (14A)	Housing Units	10	0	10
	Total Housing		10	0	10
Public Facilities and Improvements	Parks, Recreational Facilities (03F)	Public Facilities	10,065	0	10,065
	Total Public Facilities and Improvements		10,065	0	10,065
Public Services	Senior Services (05A)	Persons	40	0	40
	Employment Training (05H)	Persons	78	0	78
	Abused and Neglected Children (05N)	Persons	79	0	79
	Total Public Services		197	0	197
Grand Total			10,272	0	10,272



SUGAR LAND

CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Persons	Total Hispanic		Total Hispanic Households
			Persons	Total Households	
Housing	White	0	0	8	1
	Black/African American	0	0	1	0
	Asian	0	0	1	0
	Total Housing	0	0	10	1
Non Housing	White	116	39	0	0
	Black/African American	5	0	0	0
	Asian	70	0	0	0
	Other multi-racial	6	0	0	0
	Total Non Housing	197	39	0	0
Grand Total	White	116	39	8	1
	Black/African American	5	0	1	0
	Asian	70	0	1	0
	Other multi-racial	6	0	0	0
	Total Grand Total	197	39	10	1



SUGAR LAND

CDBG Beneficiaries by Income Category

	Income Levels	Owner Occupied	Renter Occupied	Persons
Housing	Extremely Low (<=30%)	1	0	0
	Low (>30% and <=50%)	5	0	0
	Mod (>50% and <=80%)	4	0	0
	Total Low-Mod	10	0	0
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	10	0	0
Non Housing	Extremely Low (<=30%)	0	0	151
	Low (>30% and <=50%)	0	0	18
	Mod (>50% and <=80%)	0	0	28
	Total Low-Mod	0	0	197
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	0	0	197

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PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total		CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE	
							EST. AMT	% CDBG					OCCUPIED OWNER	UNITS RENTER
2013	6913	125	Minor Home Rehabilitation Program	COM	14A	LMH	79,361.78	100.0	79,361.78	10	10	100.0	10	0
		2013	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
			COMPLETED				79,361.78	100.0	79,361.78	10	10	100.0	10	0
							79,361.78	100.0	79,361.78	10	10	100.0	10	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total		CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE	
							EST. AMT	% CDBG					OCCUPIED OWNER	UNITS RENTER
2012	5101	119	Fort Bend CORPS Housing Rehabilitation	COM	14A	LMH	76,217.95	100.0	76,217.95	13	13	100.0	13	0
		2012	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
			COMPLETED				76,217.95	100.0	76,217.95	13	13	100.0	13	0
							76,217.95	100.0	76,217.95	13	13	100.0	13	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total		CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE	
							EST. AMT	% CDBG					OCCUPIED OWNER	UNITS RENTER
2011	5908	110	Fort Bend Corps Housing Rehab	COM	14A	LMH	76,747.00	100.0	76,747.00	11	11	100.0	11	0
		2011	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
			COMPLETED				76,747.00	100.0	76,747.00	11	11	100.0	11	0
							76,747.00	100.0	76,747.00	11	11	100.0	11	0

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					CD	OBJ	EST. AMT	% CDBG					OWNER	RENTER
2010	1395	97	Housing Rehab	COM	14A	LMH	91,854.00	100.0	91,854.00	13	13	100.0	13	0
		2010	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
			COMPLETED				91,854.00	100.0	91,854.00	13	13	100.0	13	0
							91,854.00	100.0	91,854.00	13	13	100.0	13	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX NTL		Total		CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE	
					CD	OBJ	EST. AMT	% CDBG					OWNER	RENTER
2009	3609	89	FT Bend CORPS Housing Rehab	COM	14A	LMH	84,735.00	100.0	84,735.00	16	16	100.0	16	0
2009	6839	93	CDBG-R Housing	COM	14F	LMH	0.00		0.00	23	23	100.0	23	0
		2009	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
			COMPLETED				84,735.00	100.0	84,735.00	39	39	100.0	39	0
							84,735.00	100.0	84,735.00	39	39	100.0	39	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX NTL		Total		CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE	
					CD	OBJ	EST. AMT	% CDBG					OWNER	RENTER
2008	0003	71	FORT BEND CORPS - MINOR HOME REPAIR	COM	14A	LMH	78,140.04	100.0	78,140.04	16	16	100.0	16	0
		2008	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
			COMPLETED				78,140.04	100.0	78,140.04	16	16	100.0	16	0
							78,140.04	100.0	78,140.04	16	16	100.0	16	0

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							EST. AMT	% CDBG					OCCUPIED OWNER	UNITS RENTER
2007	0003	62	MINOR HOME REPAIRS	COM	14A	LMH	65,983.36	100.0	65,983.36	13	13	100.0	13	0
		2007	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
			COMPLETED				65,983.36	100.0	65,983.36	13	13	100.0	13	0
							65,983.36	100.0	65,983.36	13	13	100.0	13	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total		CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE	
							EST. AMT	% CDBG					OCCUPIED OWNER	UNITS RENTER
2006	0006	56	FORT BEND COMMUNITY REVITALIZATION	COM	14A	LMH	77,000.00	100.0	77,000.00	20	20	100.0	20	0
		2006	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
			COMPLETED				77,000.00	100.0	77,000.00	20	20	100.0	20	0
							77,000.00	100.0	77,000.00	20	20	100.0	20	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total		CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE	
							EST. AMT	% CDBG					OCCUPIED OWNER	UNITS RENTER
2005	0008	46	FORT BEND COMMUNITY REVITALIZATION	COM	14A	LMH	106,510.00	100.0	106,510.00	17	17	100.0	17	0
		2005	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
			COMPLETED				106,510.00	100.0	106,510.00	17	17	100.0	17	0
							106,510.00	100.0	106,510.00	17	17	100.0	17	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total		CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE	
							EST. AMT	% CDBG					OCCUPIED OWNER	UNITS RENTER

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2004	0001	30 MINOR HOME REPAIRS	COM	14A	LMH	102,693.54	100.0	102,693.54	25	25	100.0	25	0
	2004	TOTALS: BUDGETED/UNDERWAY				0.00	0.0	0.00	0	0	0.0	0	0
		COMPLETED				102,693.54	100.0	102,693.54	25	25	100.0	25	0

						102,693.54	100.0	102,693.54	25	25	100.0	25	0

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total EST. AMT	% CDBG	CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE OCCUPIED OWNER	UNITS RENTER
2003	0001	21	FORT BEND CORPS	COM	14A	LMH	100,000.00	100.0	100,000.00	25	25	100.0	0	25
	2003	TOTALS: BUDGETED/UNDERWAY					0.00	0.0	0.00	0	0	0.0	0	0
		COMPLETED					100,000.00	100.0	100,000.00	25	25	100.0	0	25

							100,000.00	100.0	100,000.00	25	25	100.0	0	25

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total EST. AMT	% CDBG	CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE OCCUPIED OWNER	UNITS RENTER
2002	0006	18	SINGLE FAMILY HOUSING REHABILITATION	COM	14A	LMH	100,000.00	100.0	100,000.00	25	25	100.0	0	25
	2002	TOTALS: BUDGETED/UNDERWAY					0.00	0.0	0.00	0	0	0.0	0	0
		COMPLETED					100,000.00	100.0	100,000.00	25	25	100.0	0	25

							100,000.00	100.0	100,000.00	25	25	100.0	0	25

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	STATUS	MTX CD	NTL OBJ	Total EST. AMT	% CDBG	CDBG DRAWN AMOUNT	OCCUPIED TOTAL	UNITS L/M	% L/M	CUMULATIVE OCCUPIED OWNER	UNITS RENTER
2001	0006	10	SINGLE FAMILY HOUSING REHABILITATION	COM	14A	LMH	98,400.00	100.0	98,400.00	23	23	100.0	0	23

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2001	TOTALS: BUDGETED/UNDERWAY	0.00	0.0	0.00	0	0	0.0	0	0
	COMPLETED	98,400.00	100.0	98,400.00	23	23	100.0	0	23

		98,400.00	100.0	98,400.00	23	23	100.0	0	23



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PGM Year: 2009
Project: 0001 - Park Improvements--Settler's Way Park
IDIS Activity: 80 - PARK IMPROVEMENTS--SETTLER'S WAY PARK

Status: Open
Location: Intersection of Sam Houston Drive and Settlers Way Blvd.
 Sugar Land, TX 77479

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Parks, Recreational Facilities (03F) **National Objective:** LMA

Initial Funding Date: 02/23/2010

Description:
 Design work for Settlers Way Park.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$89,100.00	\$0.00	\$84,625.79
Total			\$89,100.00	\$0.00	\$84,625.79

Proposed Accomplishments

Total Population in Service Area: 2,013
 Census Tract Percent Low / Mod: 24.40

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2009	Conducted design services for infrastructure.	
2010	Design for the Settler's Way Park was completed during Program Year 2010 and upon delivery of final design plans, final invoicing will be processed.	
2011	While design was completed in Program Year 2010, final invoices were processed in Program Year 2011. Accomplishments will be reported in the Settlers Way Park Improvements Project.	
2012	No activity took place during Program Year 2012. Accomplishments completed under this project will be reported in the Program Year 2013 Settlers Way Park Improvements Project, Activity 121.	
2013	No activity took place during Program Year 2013. Accomplishments completed under this project will be reported in the Program Year 2013 Settlers Way Park Improvements Project, Activity 121.	



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PGM Year: 2010
Project: 0009 - Senior Center
IDIS Activity: 104 - Senior Center Design

Status: Canceled 3/31/2014 12:00:00 AM
Location: 226 Matlage Way Sugar Land, TX 77478-3272

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Senior Centers (03A) **National Objective:** LMC

Initial Funding Date: 03/02/2011

Description:
 Design and engineering for the rehabilitation of the Sugar Land Community Center, transforming it into a multipurpose CommunitySenior Center

Financing
 No data returned for this view. This might be because the applied filter excludes all data.

Proposed Accomplishments

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0							



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PGM Year: 2011
Project: 0008 - Senior Center Rehab
IDIS Activity: 113 - Senior Center Rehab

Status: Canceled 3/31/2014 12:00:00 AM
Location: 226 Matlage Way Sugar Land, TX 77478-3272

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Senior Centers (03A) **National Objective:** LMC

Initial Funding Date: 02/17/2012

Description:
 Rehabilitation of existing senior center to provide for ADA compliant, dedicated multipurpose Senior Center.

Financing
 No data returned for this view. This might be because the applied filter excludes all data.

Proposed Accomplishments

Public Facilities : 800

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0



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Hispanic:	0	0	0	0	0	0	0	0
Total:	0							

Female-headed Households: 0 0 0 0 0 0 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2011	Rehabilitation of Senior Center was 95% complete at end of Program Year 2011. Awaiting completion of final punch list items and final invoicing from contractor.	
2012	During Program Year 2012, the City of Sugar Land worked to document client eligibility for over 1,000 clients using the newly renovated facility. Activity will remain open pending discussions with HUD regarding client eligibility.	
2013	The City of Sugar Land reviewed concerns regarding client eligibility with Houston's HUD field office and has opted to pay back funds used to design and renovate the Senior Center. Following the necessary public notice and deobligation, Sugar Land will be transferring funds to the Settlers Way Park Improvements project.	



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PGM Year: 2013
Project: 0002 - Children's Advocacy Center
IDIS Activity: 122 - Children's Advocacy Center

Status: Completed 9/30/2014 12:00:00 AM
Location: 5403 Avenue N Rosenberg, TX 77471-5644

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Abused and Neglected Children (05N) **National Objective:** LMC

Initial Funding Date: 03/03/2014

Description:

Child Advocates of Fort Bend will utilize CDBG funding to provide counseling & advocacy services for 48 abused and neglected children and their families.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$9,902.00	\$8,619.00	\$8,619.00
Total			\$9,902.00	\$8,619.00	\$8,619.00

Proposed Accomplishments

People (General) : 48

Actual Accomplishments

<i>Number assisted:</i>	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	56	17
Black/African American:	0	0	0	0	0	0	2	0
Asian:	0	0	0	0	0	0	15	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	6	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	79	17
Female-headed Households:	0		0		0			



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	79
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	79
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2013	During the 2013 Program Year, this program provided counseling, forensic interviewing and services to 79 abused children and non-offending family members. All funds were expended for this program; however, a portion of the funds were drawn after the close of the program year.	



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PGM Year: 2013
Project: 0003 - Literacy Tutoring
IDIS Activity: 123 - Literacy Tutoring

Status: Completed 9/30/2014 12:00:00 AM
Location: 12530 Emily Ct Sugar Land, TX 77478-3142

Objective: Create economic opportunities
Outcome: Availability/accessibility
Matrix Code: Employment Training (05H) **National Objective:** LMC

Initial Funding Date: 03/03/2014

Description:
 The Literacy Council of Fort Bend County will utilize CDBG funding to carry out literacy programs for Sugar Land clients and also provide GED prep courses for those clients interested in completing the program.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$14,585.00	\$12,222.96	\$12,222.96
Total			\$14,585.00	\$12,222.96	\$12,222.96

Proposed Accomplishments

People (General) : 109

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	26	16
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	52	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	78	16
Female-headed Households:	0		0		0			



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	32
Low Mod	0	0	0	18
Moderate	0	0	0	28
Non Low Moderate	0	0	0	0
Total	0	0	0	78
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	During Program Year 2013, this program provided adult literacy educational service to 78 low and moderate income individuals. All funds were expended for this program; however, a portion of the funds were drawn after the close of the program year.	



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PGM Year: 2013
Project: 0004 - Meals on Wheels
IDIS Activity: 124 - Meals on Wheels

Status: Completed 9/30/2014 12:00:00 AM
Location: 1330 Band Rd Rosenberg, TX 77471-9242

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Senior Services (05A) **National Objective:** LMC

Initial Funding Date: 03/03/2014

Description:

Program will provide home-delivered meals to 20 low and moderate income senior citizens and/or disabled persons within the City.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$23,214.00	\$23,214.00	\$23,214.00
Total			\$23,214.00	\$23,214.00	\$23,214.00

Proposed Accomplishments

People (General) : 20

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	34	6
Black/African American:	0	0	0	0	0	0	3	0
Asian:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	40	6
Female-headed Households:	0		0		0			



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	40
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	40
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2013	During Program Year 2013, this program provided meals to 40 elderly and disabled persons throughout the City of Sugar Land.	



U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Integrated Disbursement and Information System
 CDBG Activity Summary Report (GPR) for Program Year 2013
 SUGAR LAND

Date: 17-Dec-2014
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PGM Year: 2013
Project: 0005 - Home Rehabilitation Program
IDIS Activity: 125 - Minor Home Rehabilitation Program

Status: Completed 9/30/2014 12:00:00 AM
Location: Address Suppressed

Objective: Provide decent affordable housing
Outcome: Sustainability
Matrix Code: Rehab; Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 03/03/2014

Description:
 The Fort Bend CORPS will utilize CDBG funding to conduct minor housing rehabilitation to 8 homes owned and occupied by low to moderate income individuals.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$79,361.78	\$79,361.78	\$79,361.78
Total			\$79,361.78	\$79,361.78	\$79,361.78

Proposed Accomplishments

Housing Units : 8

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	8	1	0	0	8	1	0	0
Black/African American:	1	0	0	0	1	0	0	0
Asian:	1	0	0	0	1	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	10	1	0	0	10	1	0	0
Female-headed Households:	5		0		5			



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	1	0	1	0
Low Mod	5	0	5	0
Moderate	4	0	4	0
Non Low Moderate	0	0	0	0
Total	10	0	10	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	During Program Year 2013, Fort Bend CORPS completed minor rehabilitation of 10 owner-occupied homes.	



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PGM Year: 2013
Project: 0006 - Administration
IDIS Activity: 126 - Administration

Status: Completed 9/30/2014 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 03/03/2014

Description:
 The City of Sugar Land will utilize CDBG funding to provide administrative services to deliver the CDBG program successfully and in full compliance with all HUD and federal regulations.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$63,600.00	\$63,600.00	\$63,600.00
Total			\$63,600.00	\$63,600.00	\$63,600.00

Proposed Accomplishments

Actual Accomplishments

<i>Number assisted:</i>	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			



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Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



U.S. Department of Housing and Urban Development
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Total Funded Amount:	\$279,762.78
Total Drawn Thru Program Year:	\$271,643.53
Total Drawn In Program Year:	(\$329,655.26)

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¹ In Texas, the Program is underwritten by Southern County Mutual Insurance Company, through Hartford of Texas General Agency, Inc. Hartford Fire Insurance Company and its affiliates are not financially responsible for insurance products underwritten and issued by Southern County Mutual Insurance Company.

² Some benefits including First Accident Forgiveness and the Disappearing Deductible, are only available with the optional Advantage Plus package. A policy without these benefits is also available. (Call for details.) To qualify for these two benefits, all drivers on the policy must have a clean record (no accidents or violations) for five consecutive years in most states. PA drivers are not eligible for the complete disappearance of the deductible, although it will be reduced to a minimum of \$100. The First Accident Forgiveness benefit is not available in Delaware.

³ If you are age 50 or older, once you're insured through this Program for at least 60 days, you cannot be refused renewal as long as applicable premiums are paid when due. Also, you and other customary drivers of your vehicles must retain valid licenses, remain physically and mentally capable of operating an automobile, have no convictions for driving while intoxicated and must not have obtained your policy through material misrepresentation.

107292 3rd Rev



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PH (281)277-7800
FAX (281)277-7801
basil@texansinsure.com



NOTICE OF RELEASE FOR PUBLIC REVIEW AND COMMENT CITY OF SUGAR LAND PROGRAM YEAR 2013 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The City of Sugar Land, Texas has prepared the Consolidated Annual Performance and Evaluation Report (CAPER) of the Community Development Block Grant (CDBG) program for the period of October 1, 2013 through September 30, 2014. Pursuant to 24 CFR 91.520, the City will submit the CAPER to the U.S. Department of Housing and Urban Development (HUD) by December 29, 2014. The purpose of the CAPER is to provide the City of Sugar Land with an opportunity to annually evaluate the overall progress in carrying out priorities and objectives identified in the City HUD-approved Consolidated Plan and to report the progress to HUD and the citizens of Sugar Land.

The City of Sugar Land actively encourages ongoing citizen participation and feedback. All residents are invited to comment on the CAPER by mail or fax during the period of November 20, 2014 through December 4, 2014. A draft of the CAPER may be found on the City website www.sugarlandtx.gov and in the Office of the City Secretary, City of Sugar Land City Hall, 2700 Town Center Boulevard North, Suite 122, Sugar Land, Texas 77479. Residents may send comments to City of Sugar Land Community Development Department, 2700 Town Center Boulevard North, Sugar Land, Texas 77479 or P.O. Box 110, Sugar Land, Texas 77487 0110. Residents may also fax comments to the City (281) 275 2771. Any comments received will be forwarded to the regional HUD office.

In compliance with the Americans with Disabilities Act, this facility is wheelchair accessible and accessible parking spaces are available. The City of Sugar Land will provide reasonable accommodations for persons with disabilities needing auxiliary aid, service or other accommodation. For more information concerning the CAPER report, the CDBG program, or to request special accommodations, please contact the City of Sugar Land Community Development Department (281) 275-2170.

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NOTICE OF CONSTABLE SALE NOTICE OF LEVY REAL PROPERTY

Under and by virtue of a Writ of Execution and I or Order of Sale issued on the 4th day of September, 2014 by the 434th Judicial District Court of Fort Bend County, Texas in cause# **12-DCV-196470 in favor of the Plaintiff - Briargate Community Improvement Association, Plaintiff**, for the sum of \$2, 179.76 ++++costs as taxed on said Execution and I or Order of Sale and further the sum of executing the same. Therefore, on the 28th day of October, 2014, I, Constable Rob Cook of Precinct Three Fort Bend County, have levied on and have seized all rights, title, interest, and claim to which the said Defendant(s)- **Terry D. Lewis** had of, in, or to the following described real property, and will offer for sale on the 2nd day of December, 2014 at 301 Jackson Street (Travis Building, 1st floor), in the city of Richmond, Texas between the hours often o' clock a.m. and four o'clock p.m., any and all rights, title, interests and claims which the above defendant had of, in, or to the following described real property situated in Fort Bend County, Texas; viz: **LEGAL DESCRIPTION: LOT 42, BLOCK 11, OF BRIARGATE, SECTION 8, A SUBDIVISION OF FORT BEND COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED AT VOLUME 6, PAGE 15 IN THE MAP OR PLAT RECORDS OF FORT RBND COUNTY, TEXAS. ADJUDGED/MARKET VALUE: \$65,420.00**

Property is sold with all encumbrances and liens affixed thereto. All sales are final.

Terms: Cash, Cashier's Check, or Money Order; Sale to be held at or about 10:00 A.M.

Rob Cook, Constable Precinct Three Fort Bend County, Texas BY: M. Scheibel Deputy Constable #1331

NOTICE OF CONSTABLE SALE NOTICE OF LEVY REAL PROPERTY

Under and by virtue of a Writ of Execution and I or Order of Sale issued on the 29th day of September, 2014 by the 268th Judicial District Court of Fort Bend County, Texas in cause# **12-DCV-200295 in favor of the Plaintiff - Briargate Community Improvement Association, Plaintiff**, for the sum of \$2,442.98 ++++costs as taxed on said Execution and I or Order of Sale and further the sum of executing the same. Therefore, on the 28th day of October, 2014, I, Constable Rob Cook of Precinct Three Fort Bend County, have levied on and have seized all rights, title, interest, and claim to which the said Defendant(s) - **Tamika Randle** had of, in, or to the following described real property, and will offer for sale on the 2nd day of December, 2014 at 301 Jackson Street (Travis Building, 151 floor), in the city of Richmond, Texas between the hours often o'clock a.m. and four o'clock p.m., any and all rights, title, interests and claims which the above defendant had of, in, or to the following described real property situated in Fort Bend County, Texas; viz: **LEGAL DESCRIPTION: LOT 47, BLOCK 3, OF BRIARGATE, SECTION FOUR, A SUBDIVISION OF FORT BEND COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED AT VOLUME 12, PAGE 14 IN THE MAP OR PLAT RECORDS OF FORT BEND COUNTY, TEXAS, AND MORE COMMONLY KNOWN AS 15906 WILLMORE LN., MISSOURI CITY, TEXAS 77489. ADJUDGED/MARKET VALUE: \$51,660.00**

Property is sold with all encumbrances and liens affixed thereto. All sales are final.

Terms: Cash, Cashier's Check, or Money Order; Sale to be held at or about 10:00 A.M.

Rob Cook, Constable Precinct Three Fort Bend County, Texas BY: M. Scheibel Deputy Constable #1331

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PUBLISHER'S AFFIDAVIT

THE STATE OF TEXAS

COUNTY OF FORT BEND

Before me, the undersigned authority, on this day personally appeared Seshadri Kumar who being by me duly sworn, deposes and says that he is the publisher of **Fort Bend Independent** and that said newspaper meets the requirements of Section 2051.044 of the Texas Government Code, to wit:

1. It devotes not less than twenty-five percent (25%) of its total column lineage to general interest items;
2. It is published at least once each week;
3. It is entered as second-class postal matter in the county where it is published; and
4. It has been published regularly and continuously since 2008.
5. It is generally circulated within Fort Bend county

Publisher further deposes and says that the attached notice was published in said newspaper on the following date(s) to wit:

Nov. 19, 2014

City of Sugar Land PY 2013 CAPER



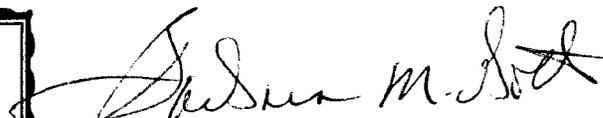
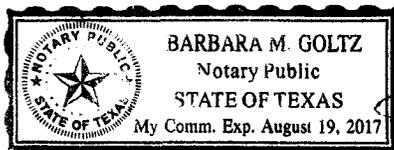
Rajeev Gadgil

Publisher

SUBSCRIBED AND SWORN BEFORE ME by Rajeev Gadgil who

- (a) Is personally known to me, or
- (b) Provided the following evidence to establish his/ her identity,

On this the ^{20th} day of November, 2014, to certify which witness my hand and seal of office.



Notary Public, State of Texas