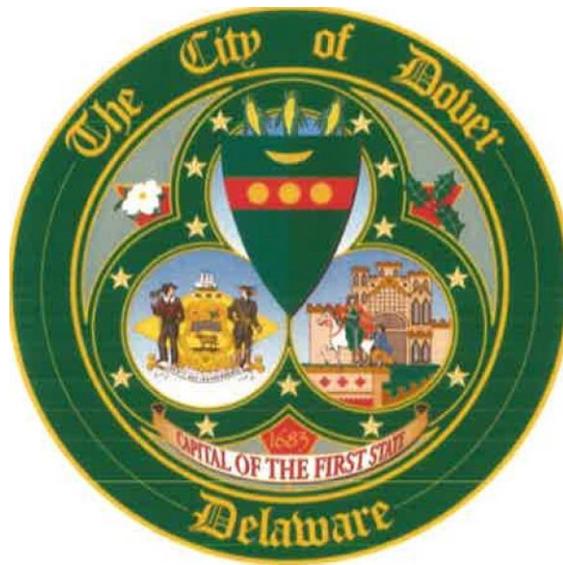


**CONSOLIDATED ANNUAL  
PERFORMANCE REPORT  
COMMUNITY DEVELOPMENT  
BLOCK GRANT  
FY 19**



**COMMUNITY DEVELOPMENT OFFICE  
FAIR HOUSING COUNSELING  
P.O. BOX 475 DOVER DE 19903**

## **CR-05 - Goals and Outcomes**

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

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

The City of Dover received \$282,307 in Community Development Block Grant (CDBG) funds and \$163,211 in Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding during fiscal year 2019. The following is a summary of the accomplishments during the program year:

#### **Homeownership Assistance**

Settlement Assistance was provided to 4 low income first-time homebuyers who purchased affordable housing in the City of Dover.

#### **Home Repair Program**

Seven (7) owner-occupied housing units were repaired through the emergency home repair programs.

Renovations were completed on a homeless shelter for women.

#### **Public Services**

247 homeless men benefited from operations cost to maintain a homeless shelter.

Nine (9) homeless persons received motel vouchers from CARES Act funding in order to prevent the spread of COVID-19.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
2015 Goal - AH-1 Affordable Housing	Affordable Housing		Direct Financial Assistance to Homebuyers	Households Assisted	4	3	75.00%			
2015 Goal - AH-2 Affordable Housing	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	15	11	73.33%			
2015 Goal - AH-3 Affordable Housing	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	3	3	100.00%			
2015 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
2015 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Tenant-based rental assistance / Rapid Rehousing	Households Assisted	3	2	66.67%			
2015 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Homeless Person Overnight Shelter	Persons Assisted	3	2	66.67%			
2015 Goal - HP-2 Homeless Prevention	Homeless		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted		0				
2015 Goal - HP-2 Homeless Prevention	Homeless		Homeless Person Overnight Shelter	Persons Assisted	170	250	147.06%			

2015 Goal - PF-4 Public Facility Improvements	Affordable Housing		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted		0				
2015 Goal - PF-4 Public Facility Improvements	Affordable Housing		Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted		0				
2015 Goal - PF-4 Public Facility Improvements	Affordable Housing		Homeless Person Overnight Shelter	Persons Assisted	710	445	62.68%			
2015 Goal - PF-4 Public Facility Improvements	Affordable Housing		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds		0				
2016 Goal - AH-1 Affordable Housing	Affordable Housing		Direct Financial Assistance to Homebuyers	Households Assisted	4	5	125.00%			
2016 Goal - AH-2 Affordable Housing	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	10	6	60.00%			
2016 Goal - AH-3 Affordable Housing	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	1	0	0.00%			
2016 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				

2016 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Direct Financial Assistance to Homebuyers	Households Assisted	0	0				
2016 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Tenant-based rental assistance / Rapid Rehousing	Households Assisted	3	1	33.33%			
2016 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Homeless Person Overnight Shelter	Persons Assisted		0				
2016 Goal - HP-2 Homeless Prevention	Homeless		Homeless Person Overnight Shelter	Persons Assisted	170	242	142.35%			
2017 Goal - AH-1 Affordable Housing	Affordable Housing		Public service activities for Low/Moderate Income Housing Benefit	Households Assisted		0				
2017 Goal - AH-1 Affordable Housing	Affordable Housing		Direct Financial Assistance to Homebuyers	Households Assisted	4	6	150.00%			
2017 Goal - AH-2 Affordable Housing	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	10	8	80.00%			
2017 Goal - AH-3 Affordable Housing	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	1	0	0.00%			
2017 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				

2017 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Tenant-based rental assistance / Rapid Rehousing	Households Assisted	3	1	33.33%			
2017 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Homeless Person Overnight Shelter	Persons Assisted	0	0				
2017 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Homelessness Prevention	Persons Assisted	0	0				
2017 Goal - HP-2 Homeless Prevention	Homeless		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
2017 Goal - HP-2 Homeless Prevention	Homeless		Homeless Person Overnight Shelter	Persons Assisted	170	228	134.12%			
2017 Goal - HP-2 Homeless Prevention	Homeless		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0				
2018 Goal - AH-1 Affordable Housing	Affordable Housing		Direct Financial Assistance to Homebuyers	Households Assisted	4	6	150.00%			
2018 Goal - AH-2 Affordable Housing	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	10	8	80.00%			
2018 Goal - AH-3 Affordable Housing	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	1	0	0.00%			

2018 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Tenant-based rental assistance / Rapid Rehousing	Households Assisted	3	1	33.33%			
2018 Goal - HP-2 Homeless Prevention	Homeless		Homeless Person Overnight Shelter	Persons Assisted	170	228	134.12%			
2019 Goal - AH-1 Affordable Housing	Affordable Housing		Direct Financial Assistance to Homebuyers	Households Assisted	5	4	80.00%			
2019 Goal - AH-2 Affordable Housing	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	5	7	140.00%			
2019 Goal - AH-3 Affordable Housing	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	1	0	0.00%			
2019 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
2019 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0				
2019 Goal - HP-1 Homeless/Rapid Re-housing	Homeless		Homeless Person Overnight Shelter	Persons Assisted	9	9				
2019 Goal - HP-2 Homeless Prevention	Homeless		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				

2019 Goal - HP-2 Homeless Prevention	Homeless		Homeless Person Overnight Shelter	Persons Assisted	300	247	82.33%			
2019 Goal - PF-4 Public Facility Improvements	Affordable Housing		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted		0				
2019 Goal - PF-4 Public Facility Improvements	Affordable Housing		Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted		0				
2019 Goal - PF-4 Public Facility Improvements	Affordable Housing		Homeless Person Overnight Shelter	Persons Assisted						
2019 Goal - PF-4 Public Facility Improvements	Affordable Housing		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	16	16	100.00%			
AH-1 Affordable Housing Emergency Home Repairs	Affordable Housing	CDBG: \$33000	Homeowner Housing Rehabilitated	Household Housing Unit	5	7	140.00%	5	7	140.00%
AH-1 Affordable Housing Home Ownership Assistance	Affordable Housing	CDBG: \$97845	Direct Financial Assistance to Homebuyers	Households Assisted	5	4	80.00%	5	4	80.00%
AH-2 Affordable Housing Homeowner Rehabilitation	Affordable Housing	CDBG: \$25000	Homeowner Housing Rehabilitated	Household Housing Unit	1	0	0.00%	1	0	0.00%

HP 1 Homelessness/ Public facility	Homeless	CDBG:	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		0	0	
HP 1 Homelessness/ Public facility	Homeless	CDBG:	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		0	0	
HP 1 Homelessness/ Public facility	Homeless	CDBG: \$163,211	Homeless Person Overnight Shelter	Persons Assisted	9	9		0	0	
HP 1 Homelessness/ Public facility	Homeless	CDBG: \$75,284	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	16	16	100.00%	16	16	100.00%
HP-2 Homeless Prevention	Homeless	CDBG:	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		0		
HP-2 Homeless Prevention	Homeless	CDBG: \$30000	Homeless Person Overnight Shelter	Persons Assisted	0	0		300	247	82.33%
HP-2 Homeless Prevention	Homeless	CDBG:	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The following is a summary of the outcomes during the FY19 program year:

Goal: Affordable Housing/Homeownership Assistance: The City provided 4 first time homebuyers with settlement assistance during the program year in order to purchase affordable housing in the City of Dover.

Goal: Affordable Housing /Homeowner Rehabilitation: During program year 2019, emergency home repairs were completed on 7 owner occupied homes.

Dover Interfaith Mission for Housing sheltered 247 homeless men during the program year that benefited from the operating cost to maintain the shelter.

A homeless shelter was renovated for women with 16 beds added.

Nine (9) persons received motel vouchers to prevent the spread of COVID-19 through CARES Act funding.

**CR-10 - Racial and Ethnic composition of families assisted**

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	<b>CDBG</b>
White	108
Black or African American	158
Asian	0
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>267</b>
Hispanic	6
Not Hispanic	261

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

**Narrative**

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

**Identify the resources made available**

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	282,307	147,629
CDBG-CV	Public-federal	162,211	5,920

**Table 3 - Resources Made Available**

**Narrative**

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

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

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

**Narrative**

Planned Percentage of Allocation 100%

Actual Percentage of Allocation 100%

Narative Description City-wide

## Leveraging

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

There is not a match requirement for CDBG funds; however, sub-recipient agencies that were funded have additional resources to supplement their projects. In addition, there are several initiatives and investment projects in the City where CDBG funds will be used as an additional resource to supplement funding these projects.

**CR-20 - Affordable Housing 91.520(b)**

**Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of Homeless households to be provided affordable housing units	300	247
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>300</b>	<b>247</b>

**Table 5 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	16	16
Number of households supported through Rehab of Existing Units	15	7
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>31</b>	<b>23</b>

**Table 6 – Number of Households Supported**

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

The City sets realistic goals based on the CDBG funding received in order to achieve positive outcomes. The difficulty in meeting the goals is due to limited funding and a greater need. Due to the COVID 19 Pandemic, most projects were put on hold that prevented goals to be met.

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

The City will continue to set realistic goals in order to address affordable housing needs based on CDBG funding received annually in order to be consistent with the actual outcome with each activity.

**Include the number of extremely low-income, low-income, and moderate-income persons**

served by each activity where information on income by family size is required to determine the eligibility of the activity.

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	256	0
Low-income	7	0
Moderate-income	4	0
<b>Total</b>	<b>267</b>	<b>0</b>

**Table 7 – Number of Households Served**

### **Narrative Information**

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City of Dover received CARES Act funding in late Spring to help reduce the spread of COVID 19 by assisting the most vulnerable homeless population by providing motel vouchers to homeless families and individuals.

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

The City has provided CDBG funding to a local emergency shelter for operating cost that will assist in maintaining safe, decent and affordable housing. Code Purple was established in the fall of 2014 that provides shelter for homeless persons in Kent County when the temperature or wind chill drops below 32 degrees. When Code Purple is in effect, the homeless are guided to emergency shelters and participating churches within the City of Dover and throughout Kent County that provide warm beds.

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

CARES Act funding will be provided to prevent persons from becoming homeless by providing rental assistance for up to 3 months and rapidly rehouse homeless individuals. Essential services will also be available to provide childcare, education, outreach employment services, outpatient health services, legal services, mental health services, substance abuse treatment services, and transportation .

### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The local and State housing providers will continue to provide support to the population identified. In addition, the Individualized Assessment, Discharge, and Planning Team (IADAPT) was established in 2010

to provide inmates with advocates that will assist them with mainstream resources once they are discharged and reduce recidivism.

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

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

Dover Housing Authority conducts an annual and a 5-year Physical Needs Assessment of their public housing inventory to determine the public housing needs. Projects are prioritized by the greatest need and completed with funding from their Capital Fund Program and their Operating Subsidy funds.

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

Dover Housing Authority provides their residents with support and assistance in job training, parenting, counseling, financial management and other skills. These programs are integrated in the housing programs through the Family Self-Sufficiency Program and/or other Resident Initiatives. It is the position of the City of Dover that these programs provide excellent opportunities for those in public housing to become economically and socially self-sufficient. DHA also provides homeownership opportunities through their Section 8 program, where the resident applies 30% of their income towards their mortgage for the first fifteen years of owning their home and DHA pays the remaining 70%. After fifteen years, the resident pays 100% of their mortgage.

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

Not applicable

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

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

The City has updated its *Zoning Ordinance* to allow greater flexibility to develop different styles of affordable housing which includes relaxing the setback and bulk standards for the construction of condominiums and townhouse styles of housing in the Downtown Development District (DDD) Target Area. With the construction of affordable housing in this area, City sewer, water and impact fees will be waived.

Unlike many communities, Dover has not practiced "exclusionary zoning" where most of the undeveloped land is designated for large lot single family detached homes. To the contrary, The Dover Plan (Dover's Comprehensive Plan) designates a large portion of undeveloped lands for medium density housing, and a smaller but significant portion for high density housing. The land is subsequently zoned accordingly, permitting a range of residential densities and housing types.

The most recent *2019 Comprehensive Plan Update* is completed and was adopted in January 2019. The Land Development Plan specifically identifies a range of residential land uses from low density to high density throughout the City. The plan continues to recommend a range of residential densities and focuses specifically on housing in one chapter.

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

The greatest obstacle in meeting the undeserved needs for the City are lack of federal, state and other sources of funding and the lack of affordable housing. In addition, the City's Downtown Target Area has the highest concentration of low to moderate income residents with aging homes in need of housing rehabilitation with only a 25% homeownership rate in this area.

The following is an outline of incentives to promote affordable housing in the City of Dover within the designated target areas:

### Incentives

1. Provide up to 20% cash rebate for qualifying construction projects (capped at \$1 million/property)
2. A transfer tax rebate of the buyer's portion of the real estate tax upon issuance of a Certificate of Occupancy
3. Waiver of building, plumbing, mechanical and fire protection permit fees
4. Waiver of City sewer and water impact fees
5. 10-year abatement of property tax on the value of improvements
6. Up to \$20,000 in down payment cost to purchase affordable housing

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

Currently, the State of Delaware Department of Public Health enforces lead based paint abatement within the City of Dover. Under the State's program, families with children who have been diagnosed by the Public Health centers with lead poisoning are referred to a State Lead Based Paint Inspector. The inspector then performs the relevant technical analysis of the family's residence. If lead based paint is discovered, abatement is required. The City of Dover Department of Planning and Inspections acts in partnership with the State in assuring that lead paint hazards are reduced or eliminated, and that affected housing units are brought up to code.

The City currently requires lead-based paint testing and interim controls in conjunction with its CDBG rehabilitation program. The City of Dover Department of Planning and Inspections does not have the equipment necessary to accurately identify lead-based paint during housing inspections.

In addition to the activities of the City of Dover and the State of Delaware Department of Public Health, the Dover Housing Authority has been active in lead based paint abatement in the City. The Dover Housing Authority has tested and abated lead-based paint in all its public housing units. The Dover Housing Authority also deals with the lead paint hazards in private rental units through the enforcement of the Housing Quality Standards in conjunction with its Section 8 Rental Certificate/ Rental Voucher Program.

The City of Dover provides information and training to staff who administer the Homeowner Rehabilitation Program to ensure the proper procedures are administered and that residents are properly educated on the dangers of lead based paint hazards.

For all rehabilitation projects that qualify for lead base paint testing and hazards, the City will take the necessary actions in order to reduce lead base paint hazards in accordance with HUD.

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

The City will continue to fund CDBG projects that will reduce the number of poverty level families by addressing the most critical needs of families, such as providing rapid rehousing and rental assistance to the homeless, providing funding and support to emergency shelters, providing homeownership assistance to qualifying families who purchase affordable housing in the City of Dover, and complete homeowner rehabilitation and emergency homes repairs to owner occupied homes of low and very low income families in the City.

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

The main gap that exists in the Institutional Delivery System is the lack of affordable rental housing. The public housing waiting list for Dover Housing Authority has 934 applicants and 894 applicants on the Section 8 waiting list. The average person remains on the waiting list for up to 2 years which increases the risk of homelessness and suffers from a severe housing cost burden paying over 50% of their income in rent.

The strategy for overcoming gaps in the institutional structure is to continue to provide CDBG funding and support to the existing service and housing providers that service the needs of low income persons

and those with special needs. In addition, the City will continue to work collaboratively with non-profits and the State and local housing authorities on initiatives that support affordable housing in the City of Dover.

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

The City will continue to collaborate with public and private housing providers and social service agencies to meet the goals and objectives of the Consolidated Plan. The Community Development Administrator is a representative on several boards and commissions throughout the State that service the needs of low to moderate income persons.

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

In 2017, all jurisdictions including Public Housing Authorities in the State of Delaware receiving federal funds from the Department of Housing and Urban Development established a Consortium to conduct a Statewide Analysis of Impediments to Fair Housing Choice.

The Lawyers Committee and the Poverty and Race Research Action Council (PRRAC) were Consultants who worked with the Consortium in order to prepare the Analysis of Impediments (AI).

The following are the goals and priorities that were outlined in the AI that addresses the steps that should be taken to address the impediments to fair housing choice for the City of Dover.

**Goal 1: Increase the supply of affordable housing in high opportunity areas**

- 1. Explore developing inclusionary zoning and/or housing trust fund in Kent County and Dover.***

With the high cost of housing, it is essential to the economic well-being of the community to provide a range of housing opportunities for all income levels.

The most recent 2019 Comprehensive Plan update outlines goals and recommendations discussed in the Land Development Plan that provides Land Development Principles to be implemented through ordinance revisions. They include:

- Encourage infill and redevelopment
- Encourage a mix of housing styles within new residential developments
- Encourage and support redevelopment of the Downtown Redevelopment Target Area with a mix of residential, commercial and office uses.

The following goals and policies have been set for residential land use:

**Goals:** To develop and maintain an adequate supply of housing of varying type, size and densities that are aesthetically pleasing and located within neighborhoods designed or

redesigned to promote convenience, conservation and access to the greater community.

**Policies:** Residential Land Use related to affordable housing

- Allow flexibility in housing styles and types while regulating gross density within residential developments
- Encourage high density residential development in infill areas that are near services, public transit and employment opportunities.

***2. Explore changes to existing building and zoning codes to expand housing options to better fit housing needs such as permit accessory dwelling units, multifamily housing , and smaller lots sizes.***

The City has updated its *Zoning Ordinance* to allow greater flexibility to develop different styles of affordable housing which includes relaxing the setback and bulk standards for the construction of condominiums and townhouse styles of housing in the Downtown Development District (DDD) area which consist of smaller lot sizes.

***3. Encourage local jurisdictions and counties to waive or reduce fees for affordable housing.***

The following waiver and fees have been implemented to promote affordable housing within the Downtown Development District and Restoring Central Dover areas:

1. Provide up to 20% cash rebate for qualifying construction projects (capped at \$1 million/property)
2. A transfer tax rebate of the buyer's portion of the real estate tax upon issuance of a Certificate of Occupancy
3. Waiver of building, plumbing, mechanical and fire protection permit fees
4. Waiver of City sewer and water impact fees
5. 10-year abatement of property tax on the value of improvements

**Goal 2: Preserve the existing stock of affordable housing**

***1. For municipalities with complaint driven code enforcement policies, review and revise as needed to require regular inspections to reduce displacement and fear of retaliation by landlords against tenants***

As part of the Rental Dwelling Permit Program, Code Enforcement Officers routinely inspect rental dwelling units to ensure they meet the requirements of the International Property Maintenance Code. The Officers work throughout the City, but often place emphasis on the older neighborhoods where there tends to be code violations due to the aging properties in the area.

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

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

The City monitors CDBG activities on a consistent basis through client data, expense reports and subrecipient activities, and annually through Monitoring Site Visits to determine if the subrecipient is in compliance with HUD regulations and program agreements. The monitoring process includes identifying any areas of non-compliance in carrying out program activities and provides corrective actions to the sub-recipient to become compliant with the program guidelines. CDBG administrative staff will continue to provide technical assistance to subrecipients and monitor financial compliance to ensure program funds are expended in a timely manner.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

A minimum of two public hearings are required to allow the public an opportunity to comment on the Consolidated Plan, Annual Action Plan and the Consolidated Annual Performance Evaluation Report (CAPER). Adequate notice is given through advertisement in the City's local newspaper, and copies of the notices are sent to such service agencies and public housing administrative offices who serve and advocate for the low and very low income persons and disability communities to encourage citizen's participation input and meet the needs of the citizens who are beneficiaries of the program covered in the Consolidated Plan.

The Draft Plans are made available for review and comments for 30 days and 15 days for CAPERS at City offices and on the City's website. The City will consider any comments or views received in writing or orally and a summary of any views or comments not accepted and the reason therefore shall be attached to all final reports.

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

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

During program year 2019, there were no changes in the City of Dover's program objectives.

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

No

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

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

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

During program year 2019, there were no changes in the City of Dover's program objectives.

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

No

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



**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	282,307.00
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 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	282,307.00

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	242,354.25
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	242,354.25
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	55,349.15
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)	297,703.40
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	(15,396.40)

**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	242,354.25
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	242,354.25
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: 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	35,815.77
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	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	35,815.77
32 ENTITLEMENT GRANT	282,307.00
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)	282,307.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	12.69%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	55,349.15
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)	55,349.15
42 ENTITLEMENT GRANT	282,307.00
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)	282,307.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.61%



**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
2019	2	203	6365071	Central Delaware Housing Collaborative	03C	LMC	\$34,459.40
2019	2	203	6369652	Central Delaware Housing Collaborative	03C	LMC	\$23,805.48
2019	2	203	6380865	Central Delaware Housing Collaborative	03C	LMC	\$17,018.91
					<b>03C</b>	<b>Matrix Code</b>	<b>\$75,283.79</b>
2018	1	195	6380865	Dover Interfaith Mission for Housing	03T	LMC	\$1,130.53
2019	1	202	6365071	Dover Interfaith Mission for Housing	03T	LMC	\$23,283.60
2019	1	202	6380865	Dover Interfaith Mission for Housing	03T	LMC	\$1,739.46
2019	1	202	6389893	Dover Interfaith Mission for Housing	03T	LMC	\$4,372.18
					<b>03T</b>	<b>Matrix Code</b>	<b>\$30,525.77</b>
2019	10	210	6389893	motel vouchers	05Z	LMC	\$5,290.00
					<b>05Z</b>	<b>Matrix Code</b>	<b>\$5,290.00</b>
2018	4	197	6365071	Settlement Assistance	13B	LMH	\$1,854.72
2019	3	204	6315439	Homeownership Assistance Program	13B	LMH	\$60,000.00
2019	3	204	6365071	Homeownership Assistance Program	13B	LMH	\$18,145.28
					<b>13B</b>	<b>Matrix Code</b>	<b>\$80,000.00</b>
2018	6	199	6315439	Emergency Home Repairs	14A	LMH	\$4,587.00
2018	6	199	6365071	Emergency Home Repairs	14A	LMH	\$28,909.89
2018	6	199	6389893	Emergency Home Repairs	14A	LMH	\$1,887.63
2019	5	206	6389893	MHDC Home Repair Project	14A	LMH	\$88.87
					<b>14A</b>	<b>Matrix Code</b>	<b>\$35,473.39</b>
2017	4	189	6315439	MHDC Homeowner Rehabilitation Program	14D	LMH	\$15,781.30
					<b>14D</b>	<b>Matrix Code</b>	<b>\$15,781.30</b>
<b>Total</b>							<b>\$242,354.25</b>

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	1	195	6380865	Dover Interfaith Mission for Housing	03T	LMC	\$1,130.53
2019	1	202	6365071	Dover Interfaith Mission for Housing	03T	LMC	\$23,283.60
2019	1	202	6380865	Dover Interfaith Mission for Housing	03T	LMC	\$1,739.46
2019	1	202	6389893	Dover Interfaith Mission for Housing	03T	LMC	\$4,372.18
					<b>03T</b>	<b>Matrix Code</b>	<b>\$30,525.77</b>
2019	10	210	6389893	motel vouchers	05Z	LMC	\$5,290.00
					<b>05Z</b>	<b>Matrix Code</b>	<b>\$5,290.00</b>
<b>Total</b>							<b>\$35,815.77</b>

**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
2017	7	194	6365071	Program Administration	21A		\$4,334.20
2018	8	201	6365071	Program Administration	21A		\$1,147.55
2018	9	209	6369844	Program Administration	21A		\$21,906.44
2018	9	209	6380865	Program Administration	21A		\$13,454.70
2018	9	209	6389893	Program Administration	21A		\$14,506.26

