

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 Northeast Tennessee/Virginia HOME Consortium completed its thirteenth year in 2015-2016. This group of localities, including Bristol, Tennessee and Bristol, Virginia, Kingsport, Johnson City, Bluff City, Sullivan and Washington Counties, Tennessee, established the first and only HOME Consortium in the State of Tennessee. Four of the cities receive Entitlement funds. The Consortium has concentrated on the following HOME objectives:

- Provide decent affordable housing to lower income households;
- Expand the capacity of nonprofit housing providers;
- Expand the ability of state and local governments to provide housing; and
- Leverage private sector participation
- Homeownership (down-payment and closing cost assistance)
- Owner-occupied rehabilitation/reconstruction activities for low and moderate-income households

During the 2015-2016 Second Year Action Plan period, the Consortium has:

- Assisted 18 households with the purchase of owner-occupied real estate with an average assistance cost of \$5,981.11

and an average purchase price of approximately \$89,189.78.

- There is 1 owner-occupied home rehabilitation underway.
- Spent a total of \$107,660.00 in downpayment assistance.
- Spent a total of \$168,042.00 in homeowner rehab/reconstructions.
- Totally reconstructed 3 owner-occupied homes with an additional 1 underway.
- Formed partnerships with other agencies, lenders and nonprofit groups to leverage additional funds in order to serve lower income clients who were previously unable to purchase homes.

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
At-risk supportive housing development	Affordable Housing Homeless Non-Homeless Special Needs		Tenant-based rental assistance / Rapid Rehousing	Households Assisted	25	0	0.00%
At-risk supportive housing development	Affordable Housing Homeless Non-Homeless Special Needs		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	25	0	0.00%
First Time-Homeownership Opportunity	Affordable Housing	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	75	50	66.67%
Homeless Assistance	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	100	0	0.00%
Homeowner Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	50	27	54.00%
Neighborhood Revitalization	Neighborhood Improvements	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	0	0.00%
Neighborhood Revitalization	Neighborhood Improvements	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	
Neighborhood Revitalization	Neighborhood Improvements	CDBG: \$	Buildings Demolished	Buildings	5	4	80.00%

Public Services	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	
Public Services	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	12	12	100.00%
Rental Housing Opportunities	Affordable Housing	HOME: \$	Rental units constructed	Household Housing Unit	25	2	8.00%
Single-Family Housing Development	Affordable Housing		Homeowner Housing Added	Household Housing Unit	50	2	4.00%

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

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

activities identified.

- Homebuyer assistance for first-time homeowners
- Homeowner Rehab/Reconstruction
- Expand Rental opportunities
- Develop transitional and supportive housing for at-risk clients

CDBG priorities have been:

- Rehab/Reconstruction
- Neighborhood Stabilization/Demolition of single-family structures
- Public Services

209 Lakeview Street
129 Lark Street
1937 Bay Street
2828 Anderson Street
816 Virginia Avenue
403 Carolina Avenue
415 Carolina Avenue
801 Pennsylvania Avenue
1937 Bay Street
22 11th Street

Table 2 - Emergency Rehabilitations - Bristol, TN CDBG

1652 Arkansas Avenue
729 5th Street
229 North Paperville Road

Table 3 - Demolitions, Bristol, TN CDBG

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME
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Table 4 – Table of assistance to racial and ethnic populations by source of funds

Narrative

There were a total of 12 families assisted with CDBG funds, one of which was Black or African American, the rest White.

There were a total of 21 families assisted with HOME funds, one of which was Black or African American, the rest White. 12 were female-headed households.

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		150,000	152,627
HOME		450,000	409,374

Table 5 - Resources Made Available

Narrative

Resources for the CDBG Program included a 2015/16 allocation of \$178,921, projected program income of \$10,000 and approximately \$88,000 in 2014/15 carryover. The CDBG program for Bristol expended \$152,626.51.

Resources for the HOME Consortium included a 2015/16 allocation of \$774,306, projected program income of \$35,000. The Home Consortium expended \$409,373.59 over the past year.

Identify the geographic distribution and location of investments

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

Table 6 – Identify the geographic distribution and location of investments

Narrative

The Consortium was awarded 2015-2016 HOME funds of \$774,306.00. The breakdown of allocations (planned and actual percentages were the same) to the separate entities within the Consortium is as follows:

1. Administration (10%): \$77,430 - The City of Bristol, TN is the lead entity for the HOME Consortium and therefore receives this money to administer the program. The City of Bristol, TN has contracted with the First Tennessee Development District to help with the administration of the program - where responsibilities can be transferred.
2. CHDO Set-Aside (15%): 116,146
3. Bluff City, Tennessee: \$10,000
4. Bristol, Tennessee (11%): \$62,780
5. Bristol, Virginia (9%): \$51,366
6. Johnson City (27%): \$154,097
7. Kingsport (23%): \$131,268
8. Sullivan County, TN (17%): \$97,024
9. Washington County, TN (13%): \$74,195

The HOME Consortium Board approves the individual allocations on an annual basis.

Priorities established for Consortium funds are homeownership assistance, rehabilitation/reconstruction of single-family, owner-occupied housing and rental rehabilitation.

The City of Bristol, TN also was awarded \$162,500 in CDBG allocations for the 2015-2016 Fiscal year.

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.

“Other” public and private resources were utilized to address the needs within the Consortium area. Some examples are: Federal Home Loan Bank, USDA Rural Development, Tennessee Housing Development Agency, Federation of Appalachian Housing Enterprise, Holston Habitat for Humanity and Youth Build.

b. Funds in the amount of \$ 1,476,759.00 were leveraged by lenders who assisted homebuyers Consortium-wide.

c. The required match for the Northeast Tennessee/Virginia HOME Consortium is 25%. This was accomplished through working with private organizations, i.e., Holston Habitat for Humanity and the Tennessee Housing Development Agency, that offer subsidized interest rates to the homebuyer (foregone interest). Private and state loans/grants such as nonfederal funds from the Federal Home Loan Bank of Cincinnati are also utilized as are THDA New Start loans through Eastern Eight CDC.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	8,362,554
2. Match contributed during current Federal fiscal year	210,504
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	8,573,058
4. Match liability for current Federal fiscal year	80,794
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	8,492,264

Table 7 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
See Match Log (attached)	0	0	0	0	0	0	0	0

Table 8 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 9 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	174,066	0	0	0	0	174,066
Number	3	0	0	0	0	3
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	174,066	0	174,066			
Number	3	0	3			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 10 – Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 11 – Minority Owners of Rental Property

Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 12 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	2,351	0
Number of Non-Homeless households to be provided affordable housing units	0	18
Number of Special-Needs households to be provided affordable housing units	0	0
Total	2,351	18

Table 13 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	13
Number of households supported through Acquisition of Existing Units	0	0
Total	0	13

Table 14 – Number of Households Supported

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

In the table above, the 18 non-homeless households provided affordable housing units were the same ones assisted through the downpayment assistance program through the HOME program. The HOME Consortium has made this a major focus and has accomplished 66% of its overall 5-year goal stated in the Strategic Plan in the first two years of the 5-year period of the plan.

Bristol, TN had 10 rehabilitation projects and the HOME Consortium had 3 additional projects totaling 13 for the rehab of existing units.

The outcomes and accomplishments of the HOME Consortium and CDBG have met the goals set out in the Consolidated Plan/Action Plans.

Discuss how these outcomes will impact future annual action plans.

Future Action Plans will continue to address the needs of low to moderate-income families to provide affordable housing through downpayment assistance and rehab/reconstruction. Future annual Action Plans are compiled through the participation of all members of the Consortium. The HOME Consortium is composed of three municipalities as well as two counties and one small city. As a result, needs may vary, but all have come together to meet the common goals of addressing homeownership and rehab/reconstruction.

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

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	12	0
Low-income	0	5
Moderate-income	0	2
Total	12	7

Table 15 – Number of Persons Served

Narrative Information

CDBG: 12 extremely-low income households were assisted with Public Services funds.

HOME: The breakdown for HOME-assisted households (homeownership and rehab/reconstruction) is enumerated in the table above.

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 Appalachian Regional Coalition on Homelessness (ARCH) is the lead entity that manages the Continuum of Care planning process and consists of representatives from the eight counties of the northeast Tennessee region – Carter, Greene, Hancock, Hawkins, Johnson, Sullivan, Unicoi and Washington—as well as the municipalities of Kingsport, Bristol and Johnson City. The Northeast TN/VA HOME Consortium members are participants in the CoC process and have contributed to its success. ARCH has created a strong Continuum of Care as defined by the U. S. Department of Housing & Urban Development.

Each year the City of Bristol, Tennessee as well as all participating jurisdictions take part in a nationwide homeless count. This count is under the leadership of Appalachian Regional Coalition on Homelessness (ARCH) for the Tennessee localities and People, Incorporated for Bristol, Virginia. During this time, homeless persons are sought out and interviewed one on one. The volunteer conducting the interview gathers as much information as possible, refers the homeless person to services they may not be aware of, and then contacts appropriate agencies about the individual. Many of the unsheltered persons are so because of the rules and regulations of the local shelters concerning drug or alcohol use. Others have mental disorders and feel limited in their options for housing. Throughout the year, various committees and organizations meet, including ARCH, Bristol Coalition, Family Promise, Poverty Awareness and Education, and many others to discuss the needs of the homeless and finding suitable housing solutions for them.

Addressing the emergency shelter and transitional housing needs of homeless persons

CoC specific accomplishments include:

- Secured funding to:
 1. Continue funding for 192 units in the eight-county region dedicated to the use of chronically homeless individuals with disabilities and homeless individuals and families.
 2. Continue support of transitional housing for 12 units of transitional housing for men and 12 units of transitional housing for women.
 3. Provide an additional 15 units of transitional housing targeted specifically to individual homeless veterans, both men and women, in partnership with the Salvation Army in Kingsport. In 2010, another

18 units were added under the VA Per Diem program in the Johnson City area. It is anticipated that once this program is demonstrated to be successful, it will be replicated over the next 3 to 5 years at the Salvation Army facilities in Bristol.

4. Ongoing funding through a competitive HOPWA (Housing Opportunities for Persons with AIDS) to provide rental assistance to persons living with HIV/AIDS – including homeless/chronically homeless – total number of households served will depend on amount of subsidy required per household, this past year 55 households were served and there were a total of 76 individuals in those households.

5. Improve implementation of a regional HMIS (Homeless Management Information System).

6. Through the Federal Home Loan Bank of Cincinnati to create new home ownership opportunities for low-income special-needs families.

7. ARCH has been awarded a SSVF grant (Supportive Services for Veteran Families) to provide homeless prevention and rapid re-housing services with individual case management to approximately 466 households annually.

The City of Bristol, Tennessee received an emergency shelter grant in the amount of \$52,965.00. These funds are disbursed to The Salvation Army of Bristol and Abuse Alternatives to address homeless people and potentially homeless people.

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

ARCH secured funding to preserve existing Transitional Housing units.

- ARCH secured funding for additional units of Permanent Supportive Housing.
- ARCH has facilitated development and implementation of a regional Ten-Year Plan, including a prevention component, targeted to ending chronic homelessness.
- ARCH has met the goals set forth in the Ten-Year plan and has set new goals to guide the region to year 2020.
- ARCH has facilitated and supported the efforts by community partners to obtain funding for creation of new affordable housing opportunities linked to community-based supportive services targeted to homeless persons through the Federal Home Loan Bank of Cincinnati.
- ARCH has facilitated and supported application by community partners to obtain funding for HOPWA funds to provide housing for persons with AIDS, including homeless and chronically

homeless persons.

- ARCH provides homeless prevention and rapid re-housing for veterans and their families through SSVF to 34 counties including 7 in Virginia and five more counties in Kentucky.
- ARCH implemented the Coordinated Application Resource Extension (CARE) Coordinated Entry System and established access points at the Salvation Army in Kingsport and Bristol, and ARCH office in Johnson City. In process of establishing a CARE Access Point in Greeneville in collaboration with Upper East Tennessee Human Development Agency (UETHDA). Clients are seen on a walk-in basis or by dialing the CARE Hotline at 1-844-989-CARE.
- ARCH is in process of developing an interactive database for area service providers. CARE Assessment Specialists will utilize as a referral source for CARE clients and service providers will utilize as an outreach tool.

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

Homeless service providers are developing plans to transition homeless recipients into permanent housing. Case management is the key to preventing families or individuals from becoming homeless again. Our agencies are making sure that service are provided to insure success.

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

Actions taken to address the needs of public housing

There are four public housing agencies within the Consortium boundaries. Please see the individual CDBG chapters for 2015-2016 actions to address the needs of public housing.

The City of Bristol, Tennessee is actively involved with the local public housing agency. Numerous referrals are made between the City and the Housing Authority to assist residents and prospective residents. For example, public housing residents have been referred to the Community Development Specialist to make application for the Affordable Homeownership Program. In turn, the Community Development Specialist has referred families seeking rental housing to the Authority. There is a strong and good working relationship between the two agencies.

Bristol Housing received \$2.2 million (Operating & Capital Fund) to assist over 500 LMI families. Of the 355 public housing units, 245 are designated for elderly or disabled and 110 "scattered site" units consist of single-family, duplex and townhouse units for families. It is estimated that more than half of the residents assisted were at or below 50% of the AMI. Most of the project-based units consist of small families; however, of the program-assisted families, approximately 50 contain three or more members. This data is current as of the last reporting period.

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

Public Housing Improvements: Bristol Housing (the Authority) continues to work closely with two resident councils whose memberships are active participants in the formulation of policies, physical improvements, and administration of the Authority. In addition, a website at www.bthra.com is available for those seeking information via the internet. Prospective tenants apply for housing online, eliminating the need to visit the office until a unit is actually available. Monthly meetings with the residents further enhance communication within the agency.

The increased participation of resident councils at Edgemont Tower and Fort Shelby indicates the successful relationship between residents and staff. A renovation program has upgraded most of the project-based units funded under the Consolidated Grant. Public Housing units are continually upgraded through the use of the Capital Funds Program.

Public Housing Resident Initiatives: The goal of encouraging resident initiatives, as described above, has been implemented with the creation of Resident Councils that were organized to address resident issues. In addition, the Councils are involved in policies and administrative issues that directly affect the lives of the residents. Community service requirements for the non-elderly/disabled provide opportunities for subsidy recipients to "give back" to their communities.

Actions taken to provide assistance to troubled PHAs

There are no troubled PHAs in the Consortium area.

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 Consortium members administer a number of ordinances and regulations that may in some way be considered obstacles to affordable housing; however, each represents an impediment, but most also represent an integral part of administration for the greater good of the community.

1. Zoning Regulations
2. Subdivision Regulations
3. New Home Construction Codes
4. Unsafe Building Abatement Code
5. Property Taxes/City and County
6. Utility Board Restrictions
7. International Building Codes
8. Code Enforcement
9. Unfunded Mandates
10. Poor Credit History
11. Inadequate Paying Jobs
12. Increased restrictions on mortgage lending

The Consortium members have supported economic and community development in their respective municipalities. Cities and counties have allocated funds for capital budgeting and implementation of Capital Improvement Programs. We continue to exercise regional planning authority within the projected urban growth area, and the cities of Bristol, Virginia and Tennessee, as well as Johnson City and Kingsport, have Planning Departments that oversee these activities.

The Consortium area has experienced development and population growth that illustrates a historical trend of municipal expansion. A continuation of this trend is projected for the next 20 years with

growth expected within the corporate boundaries and in the surrounding counties.

Bristol (VA), because of its status as an independent city, is limited to its existing land area.

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

Obstacles to meeting Underserved Needs:

Documentation required can be an obstacle. Applicants for aid can be denied due to not having the right paperwork or documentation. This does not necessarily mean that they don't need help. But it can be a barrier to obtaining that help. Simplification of processes and procedures where possible is important to take that step toward meeting the underserved. Another example is difficult to reach populations - those in need are sometimes difficult to find due to their unwillingness to connect with others or desire to not be part of mainstream society. They may be homeless, and may not have telephone access. They may not speak English or have other communication obstacles.

The HOME Consortium makes an effort to count the homeless and to reach out to those in need. The staff makes every effort at making the process less cumbersome to those seeking assistance while still meeting the rules and regulations of the HOME and CDBG programs.

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

As part of its review, the HOME Consortium and City of Bristol, TN ensures that rehabilitation work conducted on pre-1978 homes that have lead-based paint potentially in the home have a risk assessment and clearance by HUD-certified inspectors required. The work is performed by a HUD-certified contractor who has been trained in safe work practices and who has provided such training to his workers. The hazards of lead-based paint and the dangers of such paint are discussed with all rehab applicants and through distribution of the pamphlet entitled "Protect Your Family from Lead in Your Home." A new booklet entitled "Renovate Right (Important Lead Hazard Information for Families, Child Care Providers and Schools)" is also distributed. The Affordable Homeownership Program also adheres to these regulations. Visual assessments are conducted on all homes.

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

Economic Development Activities will often provide job opportunities for those families that are at or below the poverty level. An example of economic development can be as simple as coming in the form of sidewalks to an underserved neighborhood. Building sidewalks can make a neighborhood more inviting for walkers, making it more safe due to more eyes on the street, less people on the roadway where conflicts with vehicles can occur. It also creates possible jobs for those in the area to actually work for the company installing the sidewalks.

Homeownership can often be less expensive than renting.

Increased educational opportunities to reduce the number of poverty-level families:

- The State of Tennessee offers the Tennessee Promise program for free college-tuition assistance to all residents.
- Bristol, Tennessee holds Job Fairs to assist both employer and employees in filling jobs. The Bristol website provides a comprehensive list of job vacancies.

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

The institutional structure through which the HOME Consortium's Consolidated Plan and Action Plan is affected includes private industry, nonprofit organizations and public institutions. The Consortium continues to create collaborative partnerships between local governments to provide housing assistance to low-income and special needs persons. The First Tennessee Development District, Eastern 8, Horizon Community Housing Development Organization, and People Incorporated continue to be invaluable partners in our efforts to serve persons who need downpayment assistance, housing rehabilitation/reconstruction, and other services that each of them provide that the Consortium cannot. Habitat for Humanity is a great resource for low-income housing and the Appalachian Service Project is expanding its services throughout the Consortium area to provide reconstructions when the Cities' need partners to help with funding. We continually work at expanding regional partnerships for needed support services for the at-risk special needs and homeless populations. The primary vehicle through which we strive to close these gaps is the Appalachian Regional Coalition on Homelessness. For specific accomplishments see the Homeless Section and Specific Homeless Prevention Elements.

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

Coordination between the public and private housing and service agencies was enhanced by increased efforts to address housing needs for people within our area. When people reach out in need, we look to any avenue we can to help them. If their problem is not something that we can directly help them with, we reach out to another agency that may be able to provide the services requested.

Legal Aid of Upper East Tennessee offers services to low-income residents of our region. They work specifically with landlords in preventing discrimination of tenants. They also conduct housing workshops in conjunction with Kingsport and Bristol Housing Authorities. The Southwest Virginia Legal Aid Society serves Bristol, Va residents.

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 2009, a new Analysis of Impediments to Fair Housing was prepared by the members of the Northeast Tennessee/Virginia HOME Consortium and adopted by the Consortium Board. Listed below are actions that are being undertaken as a result of the Analysis of Impediments to Fair Housing. The following actions continue to be a part of our annual plan and program:

- Increase efforts to assist homeless veterans obtain permanent housing Consortium-wide, beginning with supportive housing through HUD's Veterans Affairs Supportive Housing (VASH) . This is being accomplished through the efforts of local public housing authorities, human service agencies, Appalachian Regional Coalition on Homelessness (ARCH), and People Incorporated of Southwest Virginia.
- Continue and expand community outreach efforts to minorities and non-English speaking citizens, not only in fair housing education, but with assistance in finding acceptable housing accommodations and supportive services when needed.
- Continue and expand community outreach efforts to increase public awareness of Fair Housing Laws. This has been accomplished through the Fair Housing ads on our local government channel and the Resolution declaring April Fair Housing Month.
- Establish greater participation with the Public Housing Authorities to include outreach efforts to rental owners for the Section 8 Housing Choice Voucher Program. This is accomplished in cooperation with the Housing Authorities within the Consortium boundaries.
- Encourage and support efforts, particularly with local lenders, to increase the supply of low-income housing in all parts of the City. This is an ongoing effort through our Homeownership Assistance Program. One-on-one meetings have been held with lenders to educate them about our program that provides downpayment and closing cost assistance to first-time homebuyers.
- Encourage and support efforts to increase job opportunities for low and moderate-income households. Economic development activities are undertaken in each city through the Chamber of Commerce, Economic Development Boards, the Johnson City Development Authority and the Tennessee Small Business Development Center in conjunction with East Tennessee State University and NETWORKS in Sullivan County.

Build and foster relationships with housing agencies, human services agencies, and other organizations that may be instrumental in providing referrals for housing, services, credit counseling, etc.

A new Analysis will be completed by the HOME Consortium and submitted with the 2017-18 Action Plan.

Four members of the Northeast Tennessee/Virginia HOME Consortium address Fair Housing in conjunction with the use of CDBG funds. See the Kingsport, Johnson City, and Bristol, VA CAPERs for specific accomplishments and impediments to Fair Housing choice. All applicants for the homeownership and rehab/reconstruction programs are provided Fair Housing information, as well as those involved in any other expenditure of HOME funds.

The Northeast Tennessee/Virginia HOME Consortium consistently promotes Fair Housing through the distribution of the Fair Housing Equal Opportunity for All Booklet. This booklet is distributed to all CDBG and HOME Applicants. Fair Housing is addressed during the application process for all HOME funds. Funds expended for Fair Housing activities were from the admin budget in conjunction with staff time.

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

1. The members of the Northeast Tennessee/Virginia HOME Consortium are responsible for monitoring the progress of strategies, priorities, and objectives outlined in the current Consolidated Plan. Bristol, Tennessee, as the Lead Entity, along with the First Tennessee Development District, the Consortium's Administrative Agent, are responsible for administering the program and projects of the Consortium. All activities are reviewed annually to ensure that they are implemented in accordance with applicable laws, ordinances and program regulations and that they are complying long-term with the requirements of the programs involved.

In addition to an annual monitoring activity, the Consortium Board and Executive Committee meets on a quarterly basis to coordinate activities and take necessary actions to ensure that activities and projects are being completed.

2. As a result of monitoring activities, there continues to be a need for assistance to CHDOs, as well as a need for the Consortium to provide additional guidance and support to new CHDOs. Several members of the Consortium have had many years of experience with homeownership and rehabilitation projects, and this experience has proven to be extremely helpful in administering these activities. This also simplifies the monitoring of such activities.

3. All activities and strategies made a significant impact on the identified needs and have positively impacted neighborhoods within the Consortium area. The Consolidated Plan specifically identified the need for homeownership and single-family owner-occupied rehabilitation/reconstruction. These have been the primary goals of the Consortium. Both of these programs have also provided decent housing and a suitable living environment, as well as expanded economic opportunity, for low and moderate-income persons.

The Consortium is committed to building capacity with and assisting CHDOs through monitoring their activities on a one-on-one basis throughout the year. Ongoing monitoring of projects will continue as we strive to assist CHDOs with their provision of affordable housing to low-income households within the Consortium area.

Monitoring in accordance with HOME regulations has been completed in a timely manner, and all reporting requirements adhered to with submission to the appropriate agency. The Consortium's accounts are formally audited separately by an independent auditing firm as part of the annual audit performed for the City of Bristol, Tennessee.

Minority Business Outreach: The HOME Consortium continually strives to reach out to minority business owners.

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.

Once completed, the HOME Consortium and the City of Bristol, TN made its Consolidated Annual Performance Evaluation Report (CAPER) available to the public for a 15 day review period and conducted a public hearing on January 23, 2017, to solicit comments from the public on its merits. The CAPER was made available in multiple locations - the Bristol Public Library, located in Bristol, VA and the Bristol, TN City Hall Annex Building, where the Lead Entity's Community Development Offices are located. The notice for the public hearing and the 15-day comment period was published in both English and Spanish, in the newspapers and accommodations were made possible for any persons who provide adequate notice ahead of time to have a translator present. Accommodations were also made for those persons with disabilities who had need of assistance in attending the meeting.

Any comments received during the public comment period or the public hearing are noted in the CAPER below and a response to these comments is provided as well.

CAPER PUBLIC COMMENTS:

- Do we have to always mention race, racial composition shouldn't be asked as it continues to draw a line on equality. **STAFF RESPONSE:** We are required to put these statistics in our report.
- Happy that we have on-site staff to help public with fill out applications and forms.
- Document seems a bit awkward due to the fact we are combining the Bristol, Tennessee CDBG information and we are the lead agency in the HOME Consortium documentation. **STAFF RESPONSE:** Staff did try and reference CDBG and/or HOME Consortium so it was clean which program we were discussing.
- There was discussion oh homeless and verteran's services in Bristol, Tennessee.
- We had members of the public who had throughly read the CAPER. They were well prepared with questions and comments when they attented the public hearing. Public commented that they had learned a lot!

CR-45 - CDBG 91.520(c)

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

There were no changes in Bristol, Tennessee's program objectives.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?	No
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[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The HOME Consortium does not provide rental housing.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The HOME Consortium does not provide projects containing five or more HOME-assisted housing units, therefore we do not have a need to market these units. However, our CDBG and HOME programs affirmatively market their projects, including non-discrimination policies and use Fair Housing practices.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

The HOME Consortium received a total amount of \$35,254.63 in program income. The full amount was applied to decrease overall costs on 18 single-family home projects for home ownership. In the 18 home ownerships, all were white/caucasian. Of the 18, we had 5 in the 30-50% income category, 2 in the 50-60% income category and 11 in the 60-80% income category. All those that were helped are very appreciative.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

The Northeast Tennessee/Virginia HOME Consortium, through the completion of its projects, ensures that minorities and women are included and afforded the opportunity to participate in all of its projects. Outreach that is undertaken through contacts with realtors, lenders and at public meetings is made available to all applicants who meet program requirements, i.e., income eligible, etc. A large number of families assisted into homeownership have been female-headed households. Additionally, even though the Consortium area has a relatively low minority population (approximately 5.3%), numerous minority families have been assisted with the purchase of a home. The same is true of the rehab/reconstruction projects undertaken with Consortium funding. Minorities and women are afforded the same opportunities as any of the other applicants.

The competitive process for rehab/reconstruction projects is open to all licensed contractors in the area who have the necessary certifications acquired through HUD training, i.e., lead-based paint training. The First Tennessee Development District advertises for new contractors periodically, and the Entitlement Cities follow their jurisdictions' procurement policies for advertising for bids on rehab/reconstruction projects. Guidance is provided to all prospective new contractors to assist them with obtaining the required certifications.

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	BRISTOL
Organizational DUNS Number	030687321
EIN/TIN Number	626000249
Identify the Field Office	KNOXVILLE
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

ESG Contact Name

Prefix
First Name
Middle Name
Last Name
Suffix
Title

ESG Contact Address

Street Address 1
Street Address 2
City
State
ZIP Code
Phone Number
Extension
Fax Number
Email Address

ESG Secondary Contact

Prefix
First Name
Last Name
Suffix
Title
Phone Number
Extension
Email Address

2. Reporting Period—All Recipients Complete

Program Year End Date

06/30/2016

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name

City

State

Zip Code

DUNS Number

Is subrecipient a victim services provider

Subrecipient Organization Type

ESG Subgrant or Contract Award Amount

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 16 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 17 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 18 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 19 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 20 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	
Female	
Transgender	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 21 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	
18-24	
25 and over	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 22 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
Persons with Disabilities:				
Severely Mentally Ill				
Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

Table 23 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units – Rehabbed	
Number of New Units – Conversion	
Total Number of bed - nighths available	
Total Number of bed - nights provided	
Capacity Utilization	

Table 24 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Prevention under Emergency Shelter Grants Program			
Subtotal Homelessness Prevention			

Table 25 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Assistance under Emergency Shelter Grants Program			
Subtotal Rapid Re-Housing			

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Essential Services			
Operations			
Renovation			
Major Rehab			
Conversion			
Subtotal			

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Street Outreach			
HMIS			
Administration			

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2013	2014	2015

Table 29 - Total ESG Funds Expended

11f. Match Source

	2013	2014	2015
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government			
Local Government			
Private Funds			
Other			
Fees			
Program Income			
Total Match Amount			

Table 30 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2013	2014	2015

Table 31 - Total Amount of Funds Expended on ESG Activities