

# City of Rockford

# 2022 Consolidated Annual

# Performance Evaluation

# Report (CAPER)



City of Rockford  
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## CR-05 - Goals and Outcomes

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

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

#### *City Response:*

The Consolidated Annual Performance and Evaluation Report (CAPER) is the City of Rockford's (City's) annual performance report for Community Planning and Development Program (CPD) dollars received through the Department of Housing and Urban Development (HUD) for programming within the municipal boundaries of the City of Rockford. CPD dollars include Community Development Block Grant (CDBG) dollars, Home Investment Partnerships Program (HOME) funds, and funding made available through the Emergency Solutions Grant. Besides reporting on 2022 accomplishments, the CAPER describes how the City is progressing to meet its goals as specified in its Consolidated Plan. The reporting period is from January 1, 2022 to December 31, 2022 – the third year of the City's 2020-2024 Consolidated Plan.

CPD programs are administered through City's Community and Economic Development Department and Health and Human Services Department. In addition, the City collaborates with other City departments, other governmental agencies, and private organizations to expend its funds.

The City's 2020-2024 Consolidated Plan identified six priorities: Housing, Homeless, Other Special Needs, Community Development, Economic Development and Administration/Planning/Management. All of these strategies are identified as a high priority, except for Other Special Needs, which is considered a low priority. All funded activities served primarily low/moderate income persons by supporting housing needs, providing needed services, improving the quality of life for individuals and households in Rockford, and continuing to address the needs of underserved populations.

As in past years under the Plan, there continued to be an emphasis on the health of the City through the implementation of programs that address housing and neighborhoods. As a result, the City continued to focus on: housing rehabilitation, homeownership opportunities, the demolition of blighted properties, and ending homelessness. The City continues to utilize emergency assistance as follows:

- In 2008, the City received Neighborhood Stabilization Program (NSP) to stabilize communities with high rates of abandoned and foreclosed homes, and to assist households whose annual incomes are up to 120 percent of the area median income (AMI). During 2022, the City made a substantial amendment to the City's 2020-2024 Consolidated Plan and the 2022 Annual Action Plan. This allowed, as

part of the grant close out process, for the City to take advantage of HUD allowing NSP program income (PI) to convert to CDBG (PI). Therefore, the funds supplemented ongoing CDBG eligible projects during 2022.

Besides the movement of PI, City staff provided its plan to dispose of four (4) City owned properties. The disposition of the properties will take place through eligible activities such as described in CDBG 24 CFR Part 570.201(b), which states the following: Disposition, through sale, lease, donation, or otherwise, of any real property acquired with CDBG funds or its retention for public purposes, including reasonable costs of temporarily managing such property or property acquired under urban renewal, provided that the proceeds from any such disposition shall be program income subject to the requirements set forth in § 570.504.

The City continues to monitor NSP housing developments.

- In 2020, the City received CARES Act to prevent, prepare for and respond to coronavirus. These funds continued to be primarily focused on assisting microenterprise businesses who were impacted by the pandemic (CDBG-CV) and, assisting tenants with rental assistance (ESG-CV).
- In 2021, HUD selected the City, and City Council approved for the City, to receive \$3,579,012 in HOME – American Rescue Plan (HOME-ARP) grant funds. Planning for the HOME-ARP funds will be completed by March 31, 2023.

Housing programs were made available to low (at or below 80% area median income) income homebuyers and/or homeowners. Housing rehabilitation programs addressed code and potential code violations, made homes more energy efficient, and provided for accessibility modifications for people with disabilities.

Under our Community Development goals, the City continued to demolish dilapidated buildings and implement tactics identified under a report delivered by the Center for Community Progress. Additionally, the City completed the 9<sup>th</sup> Street Infrastructure project, which brought much needed street, sidewalk and drainage upgrades to this low income area.

CPD Program funds were used to address priorities and needs identified in the Consolidated Plan. A summary of the expenditures are as follows:

- 2022 CDBG funds expended in 2022, including PI, totaled \$356,508.25. The total of all CDBG expenditures (includes PI), regardless of funding year was \$2,497,881.26.
- 2022 HOME funds expended in 2022 totaled \$0. The total of all HOME expenditures, regardless of funding year in 2022 was, \$220,962.04. \$13,182.86 PI was expended.
- The 2022 ESG funding expended in 2022 totaled \$0. The total of all ESG expenditures regardless of the funding year in 2022 was \$62,901.67.

CDBG and HOME - Summary of Accomplishments:

- 12 substandard units were demolished, one of which was a commercial building
- 23 properties owned by low income homeowners were rehabilitated with CDBG funds.
- 2 low income homebuyers were provided HOME funds as homebuyer assistance to purchase a home.
- 1 infrastructure project was completed

ESG – Summary of Accomplishments:

- 120 households were placed in non-congregate shelter until the City could move them into other permanent housing, including use of Emergency Housing Vouchers (EHV) and mainstream vouchers, as well as other forms of rental assistance. (81 ESG-CV + 39 ESG)
- 35 households were housed with ESG Prevention. (35 ESG-CV)
- 202 households were housed with rapid rehousing. (201 ESG-CV + 1 ESG)
- 44 households were assisted through outreach services. (44 ESG-CV)

The City of Rockford has the goal of ending all homelessness by the end of 2023, with the current focus being on homeless youth and families. ESG and ESG-CV funds were used toward this goal. Through this funding, increased street outreach was conducted in an effort to locate persons experiencing unsheltered homelessness and to connect them with services. Those on the streets who were not appropriate for shelters were placed in non-congregate emergency shelters for the winter months to prevent winter fatalities. In addition, many homeless households were placed into the Rapid-Rehousing program to get them housed and off the streets. Caseworkers then worked with them to help them obtain other housing resources. While some households remained in the program for several months (and others are still in the programs), other households were able to find other long term/permanent housing options and transitioned into those placements.

**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
AMS-1 Overall Coordination	Administration, Planning, and Management	CDBG: \$359,985 HOME: \$105,356 ESG: \$13,962	Other	Other	15	9	60%	3	3	100%
CDS-2 Infrastructure	Non-Housing Community Development	CDBG: \$250,000	Other	Other	3	1	33%	1	1	100%
CDS-6 Clearance/Demolition	Non-Housing Community Development	CDBG: \$300,000	Buildings Demolished	Buildings	175	114	65%	30	12	40%
EDS-1 Employment	Economic Development	CDBG: \$0	Businesses assisted	Businesses Assisted	15	0	0%	0	0	0%
EDS-2 Development	Economic Development	CDBG: \$271,712	Jobs created / retained	Jobs created / retained	0	5	100%	0	1	100%
			Businesses assisted	Businesses Assisted	78	69	88%	4	0	0%
			Other	Other	0	1	100 %	0	0	0
HMS-1 Housing	Homeless	ESG: \$15,000	Other	Other	5	4	80%	1	2	200%
HMS-2 Operation / Support	Homeless	ESG: \$75,000	Other	Other	10	7	70%	2	3	150%
HMS-3 Prevention and Re-Housing	Homeless	ESG: \$84,719	Other	Other	5	2	40%	1	0	0%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
HS-1 Housing Development	Affordable Housing	HOME: \$219,527	Homeowner Housing Added	Household Housing Unit	35	0	0%	1	0	0%
			Other	Other	3	0	0%	1	0	0%
HS-2 Housing Rehabilitation	Affordable Housing	CDBG: \$630,701 HOME: \$638,215	Homeowner Housing Rehabilitated	Household Housing Unit	125	77	62 %	50	23	46%
HS-3 Homeownership	Affordable Housing	HOME: \$149,990	Direct Financial Assistance to Homebuyers	Households Assisted	40	7	17.5%	10	2	20%
HS-4 Fair Housing	Affordable Housing	CDBG: \$10,000	Other	Other	5	0	0%	1	0	0%
HS-5 Project Delivery	Affordable Housing	CDBG: \$413,896	Homeowner Housing Added	Household Housing Unit	35	0	0 %	1	0	0%
			Homeowner Housing Rehabilitated	Household Housing Unit	20	17	0 %	25	0	0%
			Direct Financial Assistance to Homebuyers	Households Assisted	40	7	17.5%	10	2	20%
			Other	Other	3	0	0%	1	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.**

*City Response:*

Please note that although the City's program year is January – December 2022, grant agreements were executed in September 2022. Most of the activities that were initiated or completed in calendar year 2022 were funded with prior program year funds.

During 2022, the City used prior year CDBG and CDBG program income to cover administrative and project delivery expenses totaling \$464,962.57. The City met the 20% CDBG administrative cap. See the PR26 report included as part of this CAPER. The City used prior year HOME to cover administrative expenses totaling \$97,963.04, which was below the 10% administrative cap.

2022 was the third year of Rockford's 2020-2024 Consolidated Plan, which identified six priorities: Housing, Homeless, Other Special Needs, Community Development, Economic Development, and Administration/Planning/Management strategies. The Consolidated Planning process allows for these needs to either be categorized as High or Low. Based on community input during the Consolidated Plan process, as well as prioritization of limited resources, the needs of Housing, Homeless, Community Development, Economic Development, and Administration/Planning Management were identified as High Priority. Although the Other Special Needs strategy was assigned as a low priority need, the City planned to support applications and/or provide Certificates of Consistency for qualifying projects, as well as, for goals in Table 1 that have zero as an accomplishment goal. With limited resources, the City planned to fund only the high priority needs during the five-year plan.

In 2022, the City was able to support all strategies identified as High Priority. The Housing, Community Development, Economic Development and Administration/Planning Management priorities were supported with CDBG funds. CDBG programs/projects included housing rehabilitation, fair housing, project delivery, demolitions, economic development, infrastructure, and CDBG Administration.

Below provides a narrative of the accomplishments stated in Table 1 above.

Housing:

- Twenty-three (23) CDBG funded properties were completed. This is 46% of a goal of 50 units. The City does not plan to reallocate the 2022 CDBG funding budgeted for housing rehabilitation. The City will be working to reallocate 2022 HOME housing rehab funds, which may require a substantial amendment.

- Two (2) HOME funded housing activities were completed. This consisted of two homebuyer activities. The City is evaluating best use of funding to support homebuyers, which may or may not require a minor amendment in 2023.

Community Development:

- Twelve (12) units were demolished using CDBG funding. State and local funds allowed for an additional 16 units to be demolished (seven – local general fund & eight – Illinois Housing Development Authority Strong Communities Program grant). Therefore, a total of 28 units were demolished during 2022.
- One infrastructure project was completed. The 9<sup>th</sup> Street Reconstruction Project improved drainage and sewer systems, rebuilt the street with curbs, resurfaced the asphalt, and added sidewalks and bike lane improvements.

Economic Development:

- One (1) CDBG funded project for equipment and working capital.

As mentioned previously, the City received CDBG-CV dollars. The regulations associated with the funds included two expenditure deadlines. The first was to expend, at a minimum, 80% of the funds by the 3<sup>rd</sup> year of the City's performance period. The second was to expend 100% of the funds by the 6<sup>th</sup> year. Although no new businesses were assisted through the City's Microenterprise Program, the City anticipates meeting its 3-year expenditure deadline (May 2023) through another Microenterprise Program and/or Special Economic Development Activities.

In 2022, an Economic Development Manager was hired for planning, recommending, coordinating, and monitoring programs and projects to attract and retain commercial businesses and economic investment in Rockford. Programs include, but are not limited to Tax Increment Financing (TIF) districts, Enterprise Zones, loan programs, and other business development activities. Additionally, the Economic Development Manager works with the rest of the Economic Development Team on CDBG programs.

ESG:

Due to the timing of the grant funds each year, subrecipient agreements are executed and funded with prior year grant funds. Therefore, the totals reflected in Table 1 are the total of subrecipient agreements executed during 2022 for each goal. A list of the subrecipients may be found in section CR-60.

At the end of each year, the City evaluates its progression toward goals through the CAPER process. The CAPER, through section CR-45, details the City's challenges and any changes anticipated for future programming. Often times, these changes made annually affect the 5-year Consolidated Plan strategic goals. Therefore, during 2022, the City adjusted Consolidated Plan goals through a substantial amendment. Reasoning for the adjustments included, but were not limited to the following:

- Starting with the 2021 Annual Action Plan budget, Infrastructure (Goal CDS-2) was funded, and is anticipated to be funded for the remainder of the 5-year Consolidated Plan.
- Although the CDBG-CV funds were an amendment of the 2019 Annual Action Plan, HUD required reporting to be included in the 2020 reporting. Therefore, the number of activities reported under Economic Development (Goal EDS-2) needed to be increased.
- The City plans to provide for more Housing Development (Goal HS-1) throughout the remaining years of the 5-year Consolidated Plan, and
- The City plans to increase the number of demolitions of blighted commercial buildings (CDS-6) throughout the remaining years of the 5-year Consolidated Plan.

**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	ESG
White	11	1	140
Black or African American	12	1	260
Asian	0	0	0
American Indian or American Native	0	0	1
Native Hawaiian or Other Pacific Islander	0	0	0
<b>Total</b>	<b>23</b>	<b>2</b>	<b>401</b>
Hispanic	1	0	36
Not Hispanic	22	2	365

**Table 2 – Table of assistance to racial and ethnic populations by source of funds****Narrative****City Response:**

The City utilizes CDBG dollars for project delivery of HOME and CDBG funded rehabilitation activities. Table 2 includes CDBG and HOME funded housing activities. It does not include additional CDBG funded project delivery persons/families reported on the PR-23.

48% of the twenty-three households funded through CDBG rehabilitation activities were white, and 52% were Black/African American. 4% of the 23 households were Hispanic or Latino. According to the 2021 American Community Survey 1-Year Estimate provided by the U.S. Census Bureau, the demographic minority make up of Rockford is 34%. 57% of households assisted in 2022 were minorities.

50% of the households funded through HOME rehabilitation activities were Black/African American, and 50% were White. According to the 2021 American Community Survey 1-Year Estimate provided by the U.S. Census Bureau, the demographic minority make up of Rockford is 34%. 50% of households assisted in 2022 were minorities.

Table 2 includes demographics for persons/families assisted with ESG. Of the 401 persons/families assisted, thirty-one (31) people were Multiracial. Based on the percentages of black (65%) and white (35%), 11 were included within the white total, and 20 were included in the black total.

**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	\$2,236,294	\$2,497,881.26 (Including PI)
HOME	public - federal	\$1,113,088	\$220,962.04 (Including PI)
ESG	public - federal	\$188,681	\$62,901.67

**Table 3 - Resources Made Available****Narrative****City Response:**

In Table 3, the “Resources Made Available” is the amount of the 2022 award, including budgeted program income. The amount does not include any prior year grants with funding available during 2022. The “Amount Expended During the Program Year” includes all expenditures regardless of the funding year. In addition, this field includes PI expended during the program year. The City did not receive its 2022 funding until September 2022. Please see section CR-05 for a summary of accomplishments and CR-45 for challenges.

The NSP grant awarded to the City in 2008 has been fully expended. No new funding is anticipated. Therefore, the City is in the process of closing out this grant.

CARES Act funding available for administration and programming at the beginning of Fiscal Year 2022 was as follows:

- CDBG-CV: \$602,452.87
- ESG-CV: \$907,421.36.

The total amount of CDBG-CV funds expended during the 2022 Program Year was \$147,581.81, making the total CDBG-CV expended as of December 31, 2022, \$1,845,579.60.

The total amount of ESG-CV funds expended during the 2022 Program Year was \$884,391.64, making the total of ESG-CV expended as of December 31, 2022 \$1,771,238.28.

Rockford is eligible to apply for Section 108 Loan Guarantee funds up to five times its current approved CDBG entitlement allocation. These funds are available to any organization who submits an eligible project that is underwritten, meets the Section 108 loan requirements, and is ultimately approved by City Council. There were no new Section 108 projects in 2022.

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

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG Eligible Areas	0%	71%	Census Tracts with 51% or more low income households
City Wide	100%	100%	Non-targeted for Low-Mod Individual Benefit and Administration

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

**Narrative**

*City Response:*

In Table 4, the “Actual Percentage of Allocation” is the percentage of all 2022 CDBG and HOME obligations (executed agreements/contracts), regardless of the funding year, associated with actual projects and/or activities (e.g., demolition, housing rehabilitation project, infrastructure, etc.). It does not include project delivery for housing projects/activities. However, it does include project delivery for demolitions.

In 2022, the City obligated a total of \$2,206,412.05 in CDBG funds, \$1,559,503.45 of which was obligated in projects/activities located within the CDBG Eligible Area. Therefore, 71% of the City’s CDBG obligations during 2022 were located within the CDBG Eligible Areas. Of that 71%, 4% (\$60,475.31) was obligated in the City’s NRSA.

In 2022, the City received \$84,065.82 in CDBG program income (PI), which was expended on CDBG eligible activities.

In 2022, the City obligated a total of \$822,999.00 in HOME funds, \$800,000.00 of which was obligated on a multi-family development activity located within the CDBG Eligible Area. Therefore, 97% of the City’s HOME obligations during 2022 were located within the CDBG Eligible Area.

During 2022, the City received \$9,639.00 in HOME PI. See Table 7. HOME PI received during a given year is made available to fund projects/activities during the following year. Therefore, the City’s 2023 HOME budget will include this PI of \$9,639.00.

The City received \$47,150.60 in Section 108 income during 2022. These restricted dollars are not eligible to utilize for new projects until the Section 108 obligation has been met.

## **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.**

### **City Response:**

#### **CDBG**

The City administers a demolition program, which utilizes various funding sources including CDBG, the City's General Fund, and Illinois Housing Development Authority (IHDA) grants. In 2020, the City applied for and was awarded \$250,000 through IHDA's Strong Communities Program to demolish substandard properties. \$100,133.86 was expended in 2021 and \$125,141.01 in 2022; making the total of this grant expended as of December 31, 2022, \$225,274.87. The City applied for and was awarded another \$75,000 IHDA grant to demolish substandard residential properties. The City anticipates funding to be expended in 2023. In addition, the City had a \$365,228 demolition budget from the General Fund to assist with demolitions, as well.

Illinois State Statute allows the City to use a "fast track" process to demolish properties, which does not require City ownership. Once a demolition is complete, a lien is recorded on the property for the total cost, plus an administration fee. These liens are rarely paid off, but if the lien is paid off for a CDBG-funded demolition, the funds are receipted as CDBG program income. The City's Legal Department may foreclose upon a lien in limited cases, but usually with a re-use in mind. No real property was acquired using CDBG funds in 2021 by foreclosure or voluntary sale.

The Illinois Housing Development Authority's Single Family Rehabilitation Round 3 Roof Only (IHDA) Grant supplemented the City's CDBG funded housing programs. During 2022, \$278,573.72 in CDBG funds leveraged \$141,259.00 in IHDA funds to rehabilitate 14 single family homes. Through the life of the IHDA grant (which ended 12/31/2022), \$297,278.04 was expended to assist 26 housing units, 25 of which received CDBG funds, as well.

Although the CDBG funds did not leverage additional dollars for Economic Development, City staff utilizes other funds such as Tax Increment Financing Districts, Enterprise Zones, and River Edge Redevelopment Zone to support economic development throughout the City of Rockford.

No publicly owned land or properties were identified to address needs in its 2022 Annual Action Plan, nor was CDBG used to acquire any properties in 2022.

#### **HOME**

\$22,999.00 was expended on the two HOME activities completed by 2022 year end, leveraging \$196,132.10 of private funds. This 853% of leverage was generated through private first mortgage lender financing, other downpayment assistance (such as IHDA and Federal Home Loan Bank of Chicago), closing credits, and owner contributions.

The City awarded \$800,000 to a developer rehabilitating a 64 unit multifamily property which houses persons 55 and older. The anticipated total development cost is \$16,117,395. Other funds include, but are not limited to low income housing tax credits through IHDA, and a grant from Community Foundation of Northern Illinois as well as private funds from the developer.

HOME matching requirements: The City of Rockford did not have match for the HOME match reporting period of October 1, 2021 to September 29, 2022. According to PR33, the HOME Matching Liability Report, the City of Rockford's Match Liability Amount was zero (\$0).

#### **ESG:**

The Continuum leverages ESG and ESG CV in a number of ways including other federal, state and local funds. Community Services Block Grants funds are leveraged as match for ESG. Illinois Department of Human Services Homeless prevention funds have been used as gap or deposit funds for ESG and ESG CARES as well as local foundation funds. In addition, federal Treasury Emergency Rental Assistance (ERAP) funds have been used in place of ESG CARES prevention when possible to extend the ability to utilize ESG.

In 2022, the attached SAGE Report reflects the following: Total ESG Expenditures plus match reported for grant number E20MC170020 are \$114,174.49. The total expenditures amount of \$57,128.90 includes \$269.94 in HMIS expenses reported by a subrecipient to the City in 2022 for periods related to 2021. The match amount of \$57,045.59 includes \$ 7,348.57 in match reported by subrecipients to the City in 2022 for periods related to 2021.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$1,117,948
2. Match contributed during current Federal fiscal year	\$0
3 .Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$1,117,948
4. Match liability for current Federal fiscal year	\$0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$1,117,948

Table 5 – 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
N/A	N/A	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Table 6 – 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 begin-ning 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 \$
\$13,182.86	\$9,639	\$13,182.86	\$0	\$9,639

Table 7 – 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				
<b>Contracts</b>									
Number	1	0	0	0	0	1			
Dollar Amount	\$25,000	\$0	\$0	\$0	\$0	\$25,000			
<b>Sub-Contracts</b>									
Number	0	0	0	0	0	0			
Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0			
	Total	Women Business Enterprises	Male						
<b>Contracts</b>									
Number	1	1	0						
Dollar Amount	\$25,000	\$25,000	\$0						
<b>Sub-Contracts</b>									
Number	0	0	0						
Dollar Amount	\$0	\$0	\$0						

Table 8 - 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 9 – Minority Owners of Rental Property

**Relocation and Real Property Acquisition** – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

		Number	Cost			
Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
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 10 – 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.**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	36	25
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>36</b>	<b>25</b>

**Table 11 – 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	1	0
Number of households supported through Rehab of Existing Units	25	23
Number of households supported through Acquisition of Existing Units	10	2
<b>Total</b>	<b>36</b>	<b>25</b>

**Table 12 – Number of Households Supported**

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

*City Response:*

CDBG & HOME:

As mentioned in section CR-15 (Leveraging), the City was awarded an Illinois Housing Development grant to supplement the City's housing rehabilitation program. In addition to the 23 CDBG funded housing units included in Table 12, there was one unit that was funded by IHDA only, making the total housing units assisted during 2022, twenty-four units.

See Section CR-05 for CDBG and HOME for differences between goals and outcomes. See Section CR-45 for problems encountered in meeting the goals.

ESG:

According to the 2022 Annual Action Plan, the goals were as follows: Through essential services, operating/rehab of emergency shelters, and homeless prevention/rapid rehousing, 150 homeless households will receive support, and 45 households will receive rental assistance. During 2022, ESG and ESG-CV allowed for 120 households to be placed in non-congregate shelter until they could be moved into other permanent housing including use of Emergency Housing Vouchers (EHV) and mainstream vouchers, as well as other forms of rental assistance. 25% of those who entered non-congregate shelter transitioned to permanent housing. Of the remaining 75%, most transitioned back into shelter or transitional housing programs as capacity increased or census decreased, only 9% returned to places not meant for human habitation. 35 households were housed with ESG Prevention and 202 households with rapid rehousing. In addition, 44 households were assisted through outreach services. Please note: According to SAGE, 40 households assisted with ESG. The additional 361 households were assisted with ESG-CV.

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

*City Response:*

CDBG & HOME:

See Section CR-45 for future impact.

ESG:

Utilizing these funds for non-congregate shelter provided the City with an opportunity to recognize that this method of housing could result in

good permanent housing options. In addition, the opportunity to increase outreach demonstrated to City staff how valuable more consistent outreach could be as it resulted in a number of unsheltered persons entering services and housing. The City plans to continue to support non-congregate shelter, outreach and rapid rehousing moving forward.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	2	0
Low-income	8	1
Moderate-income	13	1
<b>Total</b>	<b>23</b>	<b>2</b>

**Table 13 – Number of Households Served**

#### **Narrative Information**

##### *City Response:*

The City is required, as part of the CAPER, to address worst-case needs relevant to renters and rent burden. Worst-case needs are low-income (at or below 50% of the Area Median Income) renters who are not receiving rent subsidies and are paying more than half of their income on rent and/or living in severely inadequate housing. In 2022, the City assisted low-income renters and addressed inadequate housing as follows:

- ESG: Assisted homeless individuals in need of housing. This included subsidizing decent housing.
- HOME: Low-income renters could apply to the City's Homebuyer Assistance Program.
- CDBG: Job creation through economic development activities and the demolition of blighted and unsafe homes.

See TABLE 13 Supplemental Breakdown below. It provides additional details regarding income levels as it relates to homeownership and/or rental activities. Rental includes ESG and ESG-CV funded households.

Table 13 Supplemental Breakdown

Number of Households Served	CDBG Actual Homeownership Households	CDBG Actual Rental Households	HOME Actual Homeownership Households	HOME Actual Rental Households	ESG Actual Rental Households	ESG-CV CARES Act Rental Households
Extremely Low-income (30% AMI)	2	0	0	0	0	237
Low-income (50% AMI)	8	0	1	0	0	0
Moderate-income (80% AMI)	13	0	1	0	0	0
<b>Total</b>	<b>23</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>237</b>

Based on the City's program design, all HOME and CDBG activities meet the Section 215 of the National Affordable Housing Act requirements.

**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**

**City Response:**

Homeless outreach to unsheltered person continued throughout 2022. In November 2020, the City used ESG funds to hire a full-time outreach worker who spends most of their time doing street outreach or providing assistance to people at other agencies. Prior to this, the City tried to do outreach once a week versus daily. In addition, the City added nighttime street outreach at that time, having groups go out monthly to seek out newly homeless individuals and assess their needs. The City learned that once a month was not enough and changed it to twice a month during 2021. Continuing in 2023, the City will perform nighttime outreach with groups going out once per week in addition to daily outreach. The City has found these changes to be helpful in gaining the trust of those living on the streets; has improved the City's ability to verify homeless status to ensure eligibility for homeless program (COC/ESG funded programs along with specialized HUD housing vouchers); and has made it easier to link clients with housing resources. In addition, this agency operates the Coordinated Entry System (CES) for the homeless. This means that many people who are experiencing homelessness actually come to us. The CES staff keep an ongoing record of places where unsheltered people report sleeping and often check these locations during outreach. Due to the many relationships that CES staff have, they in partnership with outreach staff also work closely with other homeless agencies and public entities such as Police, Fire, and Code Enforcement to learn the whereabouts of those who will not come to the office so that we can go to them and offer assistance and perform an assessment of their needs.

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

**City Response:**

Through ESG/ESG-CV funding, the City was able to address the shortage of emergency shelter beds by providing non-congregate (hotel/motel) options to people who would have otherwise remained unsheltered. While in the hotels, case management is provided to the participants to link them with needed resources and permanent housing options. In addition, staff worked very close with the other emergency shelters and the agencies that opened the emergency "cold weather" shelters. Through collaboration and maintaining accurate information on capacity of each place, we continued to be aware of availability and options to send unhoused individuals.

**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**

**City Response:**

The Health & Human Services Department serves as the Coordinated Entry System (CES) provider for Rockford's Continuum of Care. Through this work, CES works extensively with the many low-income persons and systems that serve them, as well as working closely with the local mental health facilities and health care systems. The Department has a contract with the child welfare system and works closely with youth exiting the foster care system who are likely to become homeless. Through the City's participation in the local CoC, strong partnerships were made with other local social services agencies, schools, community healthcare providers, housing providers, and employment agencies. The City is able to use these partnerships to link homeless clients with the services that they need to move forward and be successful. Not only did the City use its CoC resources but they also leveraged its other funding sources to help people when possible. For example, youth aging out of Foster Care in many cases were assisted by use of FUP vouchers so that they could receive long term housing solutions. For those exiting mental health facilities, we used partnerships that already exist with Rosecrance to see if we can get them into their Permanent Supportive housing or other subsidized units that are specifically for people with mental health conditions. We worked extensively with our local PHA's when people were eligible for their services.

**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**

**City Response:**

For chronically homeless individuals and veterans, the City has long had the goal of housing them within 30 days of identification (45 days for a maximum). The City has implemented the same goals (no more than 45 days) for youth and families experiencing homelessness. For single adults, that will be the final goal as well. At this time, single adults are our largest homeless population, and the City continues to work on reducing the amount of time people are homeless. The City wants to get individuals and families housed and off the streets as soon as possible and connected to any services that they might need. Most families that are involved in the ESG programs have case management provided by

housing advocates with the intention to make the transition into permanent housing easier for them and provide ongoing follow up to help stabilize the situation and prevent them from losing their housing and becoming homeless again. The special populations: veterans, chronically homeless, youth, and families are all priority populations for the City of Rockford. By the end of 2022, all of the mentioned populations had less than 20 families/individuals on their respective lists. Chronically homeless and veterans have sustained their “functional zero” numbers of 3 and 8 respectively. While families and youth are still working toward “functional zero”, they have both seen reductions in numbers and have fluctuated between 10-20 for several months. The intent of the City of Rockford is to have these two categories at “functional zero” levels (or to actual zero, if possible) by May 2023.

**CR-30 - Public Housing 91.220(h); 91.320(j)****Actions taken to address the needs of public housing***City Response:*

The Rockford Housing Authority owns and operates more than 1200 public housing units within the city of Rockford, and administers more than 1700 Housing Choice Vouchers. Utilizing HUD's Section 18 process, the housing authority is currently working to relocate 158 residents from their Fairgrounds community. Each head of household will be issued a Tenant Protection Voucher, and afforded the opportunity to choose not only the type of home they would like to live in, but the location. RHA is providing relocation services to all 158 families, and will continue to monitor the success of each family for the next two years.

Through RHA's non for profit, Bridge Rockford, a development plan was created and is being followed that includes but is not limited to, the acquisition and rehabbing of 125 homes in high-opportunity areas throughout Rockford. Once transformed, these homes will be placed into RHA's Project Based Voucher program and offered first to residents relocating from Fairgrounds. Throughout 2022, Bridge Rockford acquired and rehabbed five homes within the community.

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

The Rockford Housing Authority offers the Family Self Sufficiency (FSS) Program, which is a voluntary program that assists individuals in RHA public housing and/or in the Housing Choice Voucher program to gain economic independence. Participants are assisted in establishing an escrow account where savings are set aside to be used towards accomplishing their goals. A portion of the amount paid in rent is placed into this account. Upon successful graduation from the program, the savings are cashed out for the participant's use in achieving their final goals, which may include buying a home. RHA proudly served more than 103 families through the FSS program in 2022.

All communities within the RHA portfolio have an active resident council. These councils work closely with RHA management and the Resident Advisory Board to address their community's concerns and host activities promoting staff and resident interaction.

RHA is working with two local financial institutions to outline homeownership opportunities for our LIPH program participants. Options are catered to the participants' needs and may not look the same for each, as each participant's needs are different.

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

*City Response:*

RHA is not a troubled agency.

**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)**

**City Response:**

In the City's 2020-2024 Consolidated Plan, an assessment related to our public policies was completed, and it was determined that our public policies did not negatively affect affordable housing. However, the City's Planning and Zoning staff continue to work with any development proposals submitted, and are open to adjusting zoning or issuing a special land use permit if the development meets other housing objectives.

**Rockford Housing Authority:**

The Rockford Housing Authority (RHA) is committed to ensuring equality and opportunity to those seeking affordable housing, and that no one encounters discrimination or unconscious bias when inquiring on housing-related matters. By reviewing and updating current training platforms for all staff on diversity, equity, and inclusion, while affirmatively furthering fair housing. RHA continues to partner with Prairie State Legal to host "Fair Housing" sessions for RHA residents, landlords, staff, and community members. During 2022, RHA continued to host LifeForce Development Institute (LDI) classroom sessions, through RHA's "Launch My Future" initiative. RHA is proud to support and recommend the LifeForce Development Institute's Job/Career Readiness Skills-based training to both RHA Clients and Residents. The LDI Curriculum addresses the foundational skill gap in the workforce with a 12-week, hands-on learning program covering Job/Career Readiness Skills meeting the community's workforce goals.

**This Program includes:**

- All Materials used in the Classroom
- Light Breakfast & Snacks
- Transportation within 7 Miles
- Section three Self Certification
- Professional Development Mentor
- Job Shadowing
- Guaranteed enrollment in the RHA Financial Wellness Institute
- Finding Resources to help with barriers such as:

- o Childcare
- o Criminal Record
- o No high school diploma or GED
- o No transportation
- o Gaps in employment
- o Housing or Homeless issues
- o Long-term welfare recipient
- o Job search skills
- o Domestic violence
- o Drug and/or alcohol abuse

During 2020, RHA created and implemented a very robust Section 3 program, and training. Today, this award-winning program, continues to partner with local manufacturers, unions, and service providers, Section 3 qualified residents, and community members alike, have access to local jobs and training courses, through RHA's web-based portal.

RHA's Section 3 program continues to thrive, contracting services with housing authorities nationwide to ensure their compliance with Section 3.

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

**City Response:**

The City of Rockford has taken the following actions in 2022 to address obstacles to meeting the underserved needs in the community:

- Provided CDBG funds for rehabilitation of owner-occupied housing units, owned by low-moderate income households. These programs address code violations, health and safety, as well as accessibility issues.
- Continued to address foreclosed and abandoned housing issues through use of a Vacant and Foreclosed Property Registry, in addition to a demolition program, funded by CDBG, Illinois Housing Development Authority (IHDA) grants, and the City's General Funds.
- In 2022, the City continued to expend IHDA Single-Family Rehab-Roof program dollars, leveraging existing federal housing rehabilitation programs. The grant expired on December 31, 2022.
- In 2022, the City applied for and received a \$400,000 Home Repair and Accessibility Program grant from IHDA for homeowner rehab. Grant agreements will be executed in 2023.
- The City continues to offer a Mow-to-Own program that allows adjacent property owners to acquire City-owned vacant lots through a maintenance program. In 2022, one Mow to Own Properties agreement was in process and compliant, and one new agreement was signed.
- Region 1 Planning Council (RPC) operates the Northern Illinois Land Bank Authority, which includes the City of Rockford as a voting member. In 2022, the City continued to support the efforts of RPC.
- RPC also serves as the Agent for the Winnebago County Trustee and holds online auctions of properties. The majority of these homes will require rehabilitation work and additional investment. The trustee agent estimates that the value of these properties will be about 4x the sales price after the rehab is complete.
- In 2022, the City awarded \$250,000 of American Rescue Plan funding to Rockford Area Habitat for Humanity (RAHFH) to run a Critical Home Repair program. RAHFH secured \$750,000 in matches from Winnebago County, Rockford Corridor Improvement, and Rockford Housing Development. The funds were used to help homeowners with repairs that included but were not limited to roofs, accessibility improvements, and electrical upgrades.

Rockford Housing Authority in regards to public housing:

The Rockford Housing Authority is a proud recipient of the “Jobs Plus” grant in 2021. The Jobs Plus Initiative is a free initiative aimed to help people gain higher wages and increase their income without increasing their rent – with the goal of reaching a self-sufficient living wage. The

initiative will provide an employment specialist that will work one-on-one to help people reach their employment goals. In addition, the Employment Specialist will be able to provide: Employment counseling, employer linkages, job placement, and access to FREE education and training dollars for advancing their education.

Residents enrolled in Jobs Plus Initiative receive the added benefit of being eligible for the Jobs Plus Earned Income Disregard (JPEID). The JPEID benefits the resident in that it will disregard any income accumulated for up to 48 months after entering the initiative, meaning any earned income from the time of enrollment in Jobs Plus will not count toward rental certifications.

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

*City Response:*

Community & Economic Development Department regarding lead paint hazards and housing programs:

All of the City's federally funded housing programs comply with the lead-based paint requirements. Community & Economic Development housing rehabilitation and homebuyer applicants receive proper notices, and properly certified people perform risk assessments, paint testing, lead hazard reduction and post project lead clearances. The City's Rehabilitation Construction Specialist has an Illinois Department of Public Health Lead Risk Assessors License. Therefore, all required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications. Through the Health and Human Services Rapid Rehousing program, every home is inspected for lead-based paint hazards. New tenants are given proper lead-based paint notices, if the unit was built before 1978. In addition, other non-ESG housing programs administered through Health and Human Services conduct lead based paint screenings, as well.

In addition, the City has an agreement with the Winnebago County Health Department to assist with lead inspections and testing when needed. This agreement allowed experienced and licensed Health Department staff to provide these required lead-related services to the City during periods of staff transition, vacations, sick time, or workflow scheduling issues.

Health & Human Services regarding lead paint hazards and the homeless programs:

While we do not do actual lead-based paint inspections, for all homeless families entering housing programs, the staff does conduct a Housing Quality Standards (HQS) and they have been training to identify signs of lead-based paint.

Rockford Housing Authority regarding lead paint hazards in public housing:

The Rockford Housing Authority conducts a “lead applicability review” of all projects prior to redevelopment, and reports all findings in accordance with HUD’s Annual Lead-Based paint Activity Report (2577-0090). Any target housing unit constructed prior to 1978 is assessed for lead paint hazards, and projects are completed in compliance with HUD’s Lead Safe Housing Rules and applicable standards. All lead maintenance staff are currently hold EPA lead-based paint certifications.

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

**City Response:**

In 2022, the City continued to offer homebuyer assistance to help low income families purchase housing. Additionally, we initiated a Home Accessibility and Barrier Removal program so that low income households could successfully remain housed in a safe space that met their physical needs. Additionally, in 2022 the City was accepted into the current cohort of Cities for Financial Empowerment, and has been working with technical assistance from that fund to establish a Financial Empowerment Center in Rockford. We expect that to open in 2023.

Health & Human Services regarding actions taken to reduce the number of poverty-level families:

Families who are enrolled in ESG programs and other programs at the Health & Human Services Department are all encouraged to sign up for the agency’s job skills training which can help them pay for training or college courses that will help to pay them a living wage job.

Rockford Housing Authority regarding actions taken to reduce the number of poverty-level families in public housing:

RHA has a very robust, FSS, Ross, and RSS, and Section 3, Jobs Plus, and LDI program. Through these programs, RHA partners with sixty-one community agencies to deliver services and educational programming to RHA residents. Through these programs, RHA is able to provide residents, and community members alike, with individual needs being addressed.

1. Employment-Related Service: RHA offers employment-related services to residents with a range of employment needs. This includes services such as work-readiness training, employer linkages, financial counseling, educational advancement, job placement, and employment counseling.
2. Financial incentives: Targeted residents enrolled in Jobs Plus will be granted a 100 percent income disregard that will remain in place for up to 48 months. Disregard, meaning that 100% of any additional income will be ignored, and the participant’s rent will remain the same, allowing for families to address other household needs.
3. Community support for work: RHA Jobs Plus services and financial incentives to all targeted residents in a development. The goal is to saturate communities with work-related messages and to create a culture of work.

The Rockford Housing Authority has an award winning Section 3 program targeting employment opportunities for those that are low & very low-income. Partnering with local manufactures, unions, and service provider's, Section 3 qualified resident's, and community members alike, have access to local jobs and training courses, through RHA's web-based portal, and partnerships, RHA has not only met HUD expectations for employing those within the targeted income levels, but has far exceeded the required percentages. RHA hired 11 residents through the section 3 program in 2022.

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

***City Response:***

To effectively implement the Five-Year Consolidated Plan, the City needs to collaborate with a variety of agencies located in the City of Rockford and in Winnebago County. Coordination and collaboration between agencies is important to ensuring that the priorities identified in the Five-Year Consolidated Plan and Annual Action Plans within the City are adequately addressed. Listed below are some key agencies and additional resources that helped to develop institutional support.

**Public Institutions –**

- The City's CEDD staff continues to seek ways to partner and leverage available resources with such agencies as the Winnebago County Health Department's (WCHD) Lead Safe Program and the City's Weatherization program, run through the Health and Human Services Department.
- The Northern Illinois Land Bank Authority (NILBA) operated by the Region 1 Planning Council (RPC)
- Winnebago County Trustee (RPC acting as agent)
- In 2022, the City's Neighborhood Division continued to facilitate resident connection and to build the capacity of organizations and community leaders. Some highlights include the following:
  - Launching the City of Rockford 2022 Neighborhood Improvement Initiative (NII) focused on 6 neighborhoods, and brought a

- full day of clean-up, resources, engagement, and events to 5 of the neighborhoods.
- Door to Door outreach to over 600 households for the NII event days
  - Follow-up door-to-door outreach in 3 of the NII neighborhoods
  - Hosting a Latino Listening session in conjunction with the Latino Leaders Coalition
  - Hosting 4 focus groups of seniors to hear more directly about their challenges in housing and resource connection
  - The City's Neighborhood Specialist participated as a Leader/Member for various organizations such as Rockford Area Habitat for Humanity, Rockford Belonging Task Force, and the Ready to Learn Initiative.
  - Continuum of Care
  - The Rockford Housing Authority continues the utilization of its Section 3 platform that includes contractor and business partnerships. RHA has developed an education, training, and job readiness program that allows contractors and businesses alike, to post and advertise job opportunities through our Section 3 portal. Utilizing this portal, Section 3 qualified residents can apply for open positions and receive on the job training and education.
  - RHA changed their approach to affordable housing. RHA focuses on the success of their residents, and provides the necessary tools for individuals and families to obtain and maintain self-sufficiency. RHA partners with local agencies to assist with support services to overcome barriers, and provide opportunities that would not have been otherwise available.

**Private Industry –**

- The City continued to partner with financial institutions who provide first-time mortgage financing for homebuyers who are interested in using the City's homebuyer assistance program funds. (2 assisted during 2022)

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

**City Response:**

The 2022 Neighborhood Improvement Initiative had 6 focus neighborhoods that were selected because of the amount of violent crime happening in each area. The City coordinated a resource fair for 5 of the 6 neighborhoods, and 25 public housing and social service agencies participated in that resource fair. Additionally, four agencies worked with the City's Neighborhood Specialist to complete door-to-door outreach before each event so that any resident not able to attend could be connected to resources they needed. Finally, on the event day, Rockford Fire, the Red Cross, and the University of Illinois College of Medicine also went door-to-door to help with housing safety assessments and to offer

connection to medical resources where appropriate.

The City's Neighborhood Division convened four focus groups of senior resident to listen to their experience in securing housing and staying connected. As a result of those conversations, the City has begun working with providers of senior services, and will be bringing our findings to the community in 2023.

RHA currently has over 40 Memorandums of Understanding's in place with community and governmental agencies. Collaboration between these agencies, and the City's Health and Human Services Department allowed RHA to assist families to secure financial assistance with utilities, rent, and provide nutritional meals to elderly and disabled families.

**Health & Human Services:**

Human Services department through the ESG and CoC programs work very closely with public and private housing providers. We have a very strong relationship with the PHA's, acting as a referral source and assisting potential tenants with the PHA application process and document collection. We also provide homeless verification when applicable to ensure they get all of their "preference points" with the PHA's. This agency also works extensively with most other social service agencies in town. Staff have an extensive knowledge of other programming and refer clients as needed to places that may be able to assist them.

The Rockford Housing Authority, partnering with the Continuum of Care, has thirty-two Emergency Housing Vouchers for those seeking affordable housing shelter because of domestic violence, homelessness, or near homelessness. All eligible participants must be referred to the Housing Authority through the Continuum of Care or its partners.

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

**City Response:**

The City's Analysis of Impediments to Fair Housing Choice completed for the 2020-2024 Consolidated Plan identified the following impediments to fair housing in Rockford: Fair Housing Education and Outreach, Need for Decent Safe and Affordable Rental Housing, Lack of Affordable Homeownership Opportunities, Need for Accessible Housing Units that are for Sale or Rent and Economic Issues that affect Fair Housing Choice.

**Actions Taken to Address Fair Housing Impediments in 2022:**

- The City continues to promote fair housing literature and information through its website, as well as make it available in the Community & Economic Development Department lobby.
- The City continued to offer a homebuyer assistance program, which provides assistance to income eligible individuals for the purchase of a home located anywhere within the City municipal boundaries. This program includes individuals who purchase homes through the Rockford Area Habitat for Humanity. All homebuyer participants are required to take a housing counseling class, which is provided by NW HomeStart.
- The City provided a Certificate of Consistency with the Consolidated Plan for various affordable housing developments that applied for IHDA Low Income Housing Tax Credit funds to support their projects.
- The City utilized General Funds to support a Citywide Code Enforcement program to identify buildings and properties that have code violations.
- The City continues to offer housing rehabilitation programs to low-moderate income households, including both seniors and those individuals with disabilities. Of the 25 homeowners/homebuyers assisted, thirteen (13) were elderly (52%) and two (2) were disabled (8%).
- Economic development staff continue to actively recruit new businesses who can provide additional employment opportunities and work with existing businesses who may need assistance in order to expand their operations.
- The Rockford Housing Authority (RHA) affordable housing developments are distributed across several neighborhoods. However, Housing Choice Vouchers are more concentrated in low opportunity areas. There are some neighborhoods in which there are very few landlords that accept Housing Choice Vouchers or where there are very few affordable rentals available, thereby limiting the housing choices. Through the Move To Work award, RHA will provide landlord incentives to attract landlords with homes within opportunity areas to participate in the HCV program.

**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**

**City Response:**

In 2022 the City of Rockford continued its efforts to encourage the use of Minority and Women Business Enterprises (MBEs/WBEs). Outreach activities included the following:

- The promotion and encouragement of minority and women-owned businesses and their participation in the City's procurement process as general contractors, subcontractors, and suppliers of goods and services.
- The City's purchasing staff continued to seek quotes under \$25,000 from Minority- and Women- Owned Businesses that are certified as MBEs/WBEs by the City's Contract and Grant Compliance Officer.
- Businesses certified as MBEs and WBEs are on the City's website for internal purchasers and for the community-at-large to recruit MBEs and WBEs for contracting, subcontracting, products, and services. New MBEs and WBEs are added to this list after the City approves an application that the business owner submits.
- Continued networking with local, state, federal, private agencies, and Rockford Public School District 205, reporting on bid opportunities and organizations to enhance the contractual opportunities for minority and women business development.
- Administered the Procurement Policy approved by City Council that encourages the use of minority- and women-owned businesses in the City's procurement efforts.

The City of Rockford maintains a process for certifying businesses as MBEs/WBEs, and recognizes certifications from the Illinois Department of Transportation, Illinois Central Management Services, and the City of Chicago as part of this process. As part of bid requirements, each bidder on contracts or commodity purchases and for all road and building construction projects is required to identify each MBE and WBE subcontractor they will use on the contract, including the estimated dollar amount of the subcontract and the percentage to total bid that will be awarded to MBE and WBE subcontractors.

- Tracked MBE/WBE participation of the total City of Rockford prime contracts spent in construction services and related supplies during 2022 was \$660,911.00, representing 83% of total dollars, to MBE/WBE certified businesses. The tracked funds include any contracts awarded by the City Council for construction services or materials contracts with a value of over \$25,000.

Events and meetings were limited due to COVID 19 restrictions during the 1<sup>st</sup> quarter of 2022. However, the City continued to engage with the following businesses and business non-profits: Northwestern Illinois Building Trades, RAMM (Rockford Association for Minority Management),

SWIFTT (South West Ideas for Today and Tomorrow), Illinois Tollway Technical Assistance, SBDC (Illinois Small Business Development Center), The North End Business Association, Midtown Healthy Business Association, Sustain Rockford, the Transform Rockford: ACE Event, the Rockford Regional Hispanic Chamber of Commerce and attendance at a multitude of small business grand openings throughout the city.

In addition to the engagement mentioned, the City of Rockford continues to heavily support Think Big (a small business development non-profit), providing business education and other resources to help individuals start, sustain, and grow their endeavors. The partnership with Think Big and the City of Rockford has grown to include sponsorship of the Think Big School of Business, networking events, and anticipated in 2024, a small business incubator center to service entrepreneurs throughout the city.

Since 2014, the City of Rockford has utilized the LCPtracker System for general contractors and subcontractors to report their certified payrolls for HUD, CDBG, EPA, and other federal government projects that need to report wages under the Davis Bacon Act regulations. In 2020, the State of Illinois implemented an online portal for the tracking of Illinois prevailing wage jobs.

#### Long-Term Monitoring and Compliance:

Monitoring Community Planning and Development Programs, specifically the CDBG and HOME Programs, begin with having policies and procedures in place to guide the City's Community & Economic Development Department (CEDD) Neighborhood Development Division and Economic Development Division staff when administering programs. Staff follows these programmatic procedures to ensure that regulations are met from the time an application through Neighborly, our online application system, is submitted through reporting on activity accomplishments in IDIS. The agreements are explained in detail and fully executed by parties that have been underwritten based on the assistance provided.

There is a clear separation of duties when disbursing funds; e.g. HUD's Integrated Disbursement and Information System (IDIS) users are only able to fund or draw. Funding procedures contain several levels of approval for due diligence, including staff in the City's Finance Department (FD). Besides IDIS, staff uses MUNIS, the City's internal financial system, other spreadsheets, and activity files for monitoring compliance. Generally, funds are disbursed incrementally, giving staff another opportunity to monitor activity progress. Depending on the type of activity, this may include collecting accomplishment data, inspecting construction work to ensure property standards and appropriate mitigation measures are being followed, approving change orders, etc.

The City's FD ensures that audits are completed by a Certified Public Accountant annually in accordance with 2 CFR Part 200. An audit notice is completed for HUD and the final audit is made public through the Federal Audit Clearing House.

In 2022, CEDD hired another Grants Compliance Specialist to enhance the City's monitoring and compliance efforts. The compliance team follows procedures that base the level and frequency of monitoring on the assistance type and the requirements specified in the funding agreements. Systems are in place to remind staff of compliance due dates related to recipients such as, when to collect annual reports, when to conduct onsite property inspections and onsite monitoring of rents and/or income qualifications, when to mail annual privacy policy notices that assist with monitoring HOME residency requirements, and when to release collateral on loans that have been satisfied. For grant administrative purposes, compliance due dates include, but are not limited to submitting Federal and State funding reports, timeliness tests, grant closeouts, when staff should resign privacy policy and conflict of interest statements, when HUD plans are due, and when local Rockstat, a public semi-annual progress report to senior leadership, is due. In addition, staff updates the policy and procedure making sure all Federal, State, Local rules and regulations are followed, reviews files, ensures that appropriate data is collected and reports are submitted timely, etc.

Besides the CEDD staff, the City's Legal Department (LD) and Finance Department (FD) assists the compliance team with monitoring and compliance. A Contract and Grant Compliance Officer (Officer) within LD, works directly with the compliance team to monitor grant, agreements, and contracts compliance. This position provides oversight on reporting metrics and policy. The Officer supports contractors seeking technical assistance with Davis Bacon and/or Section 3 requirements, as well. Additional LD staff assistance includes, but is not limited to interpreting regulation, formalizing procedures and agreements, reporting, and handling court proceedings when necessary.

During 2022, FD supports CEDD by reporting expenditures to HUD, balancing HUD grants on a monthly basis, approving vouchers reported to HUD, and year end balancing. Additional FD assistance includes, but is not limited to processing payouts and audits. The Central Services/Purchasing portion of the Finance Department, assists with sending out bids, Requests for Proposals and ensuring all responders meet the City's regulations.

Health & Human Services housing staff ensure that the federal funds are being allocated properly, per the program regulations. Once responses to the City Request for Proposal are received, housing staff review the applications and ensure that all applications meet the HUD regulation standard. The applications are then reviewed by a committee comprised of housing staff and Continuum of Care (CoC) members. A recommendation is then made to the CoC Board. Following CoC Board review, a formal recommendation is made to City Council. ESG recipient costs are scrutinized monthly by both program and fiscal staff to ensure appropriate, eligible expenditures are being made. In addition, monitoring of projects is conducted annually with year one being a full review and year two being a desk review. However, during the pandemic, all monitoring was desktop due to COVID. The City utilizes the HUD monitoring guides as templates for monitoring sub recipients. Sub recipients receive written feedback consistently throughout the process and at the end of monitoring. They are provided technical assistance to help them overcome any monitoring deficiencies.

City staff meets the comprehensive planning requirements by following HUD guidance, which includes public participation. See Attached Citizen Participation Plan.

**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.**

***City Response:***

A public notice regarding availability of the 2022 CAPER for public review and comment was published in the Rockford Register Star on March 9, 2023. Community service and housing providers were directly emailed a copy of the public notice. Copies of the CAPER draft were available on the City of Rockford website ([www.rockfordil.gov](http://www.rockfordil.gov)) and at the following locations:

- The City of Rockford's Community & Economic Development Department (425 East State Street-2<sup>nd</sup> Floor)
- The City of Rockford's Health & Human Services Department (612 N Church Street)
- Three branches of the Rockford Public Library (6685 East State Street, 1238 South Winnebago Street, 214 North Church Street), and the
- The Rockford Housing Authority Administration building (223 South Winnebago Street).

The CAPER draft was available for public comment from March 10, 2023 through March 24, 2023. This meets the 15-day requirement of 24 CFR Part 91.105(d) and the City's Citizen Participation Plan which is available to the public through the City's website. No comments were received.

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

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

**City Response:**

The City's 2020-2024 Consolidated Plan identified six priorities: Housing, Homeless, Other Special Needs, Community Development, Economic Development and Administration/Planning/Management. All of these strategies are identified as a high priority, except for Other Special Needs, which is considered a low priority. These priorities have not changed and are not expected to change during the immediate future.

Throughout 2022, some challenges encountered while administering the City's housing programs included but were not limited to the following:

- The lead licensing requirements in Illinois have resulted in a limited pool of contractors and sub-contractors. In addition, the cost of construction materials continue to fluctuate and are often on backorder.
- Combining other funding sources with the City's CPD program funding requires additional time to underwrite and assist homeowners through local rehabilitation programs. There tends to be more requirements for the homeowners to meet. City staff must document income two ways, one way for the CPD program and another for the other funding source. Separate bidding, agreements, and reporting systems are generally required. In addition, delays may occur because the other funding agencies require review and approval before moving forward.
- The Environmental Review process requires the City to consult with the Illinois Historic Preservation Agency (IHPA) State Historic Preservation Office (SHPO).
- 78% of the homes in Rockford were built before 1978. The threshold for addressing lead based paint has not changed since the inception of the lead based paint regulations. Full abatement is required for hard costs exceeding \$25,000. It is difficult to bring older housing stock up to code for less than that.
- The cost of rehabilitation on older housing stock can easily exceed \$25,000. Add the cost of lead abatement, and you can easily spend more than the fair market value of the property.
- During 2022, approximately 75% of the housing rehabilitation applicants were denied due to the homeowners not meeting requirements explained in the marketing materials. Some denials reasons included, but were not limited to the following: people applying when they lived outside of the program limits, people not willing to provide the supporting documentation to demonstrate that they qualify for assistance, people withdrawing for reasons unknown, people not agreeing to a 3-year mortgage, major rehabilitation required to meet local code (costs exceeding the City's program maximum), property being

located in a flood zone, people applying for multi-family buildings when the program is for single family detached homes, and people having open loans with the City and or other agencies that are providing funds.

The City continuously looks for ways to administer programming more efficiently. Therefore, the City will continue to do the following:

- Apply for competitive grants to supplement its CPD funds for local programming.
- Collaborate with other agencies serving the same populations
- Provide alternatives for populations having a difficult time submitting applications online. City staff may implement more alternatives such as providing how to videos, etc.
- Encourage contractors to become lead certified/licensed contractors, and therefore, increasing the number of contractors bidding on rehabilitation activities.
- Research ways to implement a fee to avoid frivolous applications.
- Enhance marketing to ensure homeowners understand the program requirements.
- Staff training.

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

No

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

N/A

**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.

*City Response:*

The City of Rockford (City) currently has one HOME funded rental development that requires on-site inspections. Bridge Rockford Alliance owns 533 Fisher. On-site inspections take place every three (3) years. The City used the pandemic waiver to postpone the 2021 inspection to 2022. During 2022, the on-site inspection took place with no issues detected.

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

*City Response:*

In February, the City launched the Exterior Rehabilitation Program and in March the City partnered with RAMP and lauched the Home Accessibility and Barrier Removal Program. Both programs were marketed on the City's website and Facebook page until capacity met.

The City's Homebuyer Assistance Program was marketed on the City's website. In addition, during the month of April, the City participated in an online Homebuying Webinar that was hosted by BMO Harris Bank and during the month of May the City participated in a Homeownership Program that was hosted by the Rockford Housing Authority.

**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**

*City Response:*

The \$13,182.86 in HOME PI budgetted in funding year 2022 was drawn from IDIS activity number 3536, Longwood Garden Apartments, a

multifamily development which is under construction.

**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)**

*City Response:*

CDBG/HOME:

See Section CR-35.

ESG:

In late 2022, the Health & Human Services Department in conjunction with its Weatherization Program and as provided in 10 CFR 440, developed a policy whereby single-family rental units that receive weatherization services are held at affordable fair market rents (FMR) for a reasonable period to ensure affordability by residents who may occupy the unit. The City of Rockford continues to meet with the Rockford Apartment Association to foster and maintain a working relationship in order to acquire and utilize additional affordable housing.

Rockford Housing Authority in regards to public housing:

Due to the insufficient affordable housing to meet the demand, residents face limited choices when locating and securing housing. There is a need for more permanent supportive housing for homeless individuals, as well as more housing for extremely low income, low income, and moderate-income residents. Because of this, RHA through its non-profit, Bridge Rockford, has drafted a redevelopment plan that will provide more than 100 homes, within opportunity areas over the next several years. To date, Bridge Rockford Alliance has secured five homes and is in the midst of rehabbing these homes. Once completed, these homes will become Projected Based (PBV) homes for those who are in need of affordable housing.

**CR-58 – Section 3****Identify the number of individuals assisted and the types of assistance provided**

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	2	0	0	0	0
Total Labor Hours	6937	0	0	0	0
Total Section 3 Worker Hours	0	0	0	0	0
Total Targeted Section 3 Worker Hours	0	0	0	0	0

**Table 14 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0	0	0	NA	NA
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0	0	0	NA	NA
Direct, on-the job training (including apprenticeships).	0	0	0	NA	NA
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0	0	0	NA	NA
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0	0	0	NA	NA
Outreach efforts to identify and secure bids from Section 3 business concerns.	0	0	0	NA	NA
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0	0	0	NA	NA
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0	0	0	NA	NA

Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0	0	0	NA	NA
Held one or more job fairs.	1	0	0	NA	NA
Provided or connected residents with supportive services that can provide direct services or referrals.	0	0	0	NA	NA
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	17	0	0	NA	NA
Assisted residents with finding child care.	0	0	0	NA	NA
Assisted residents to apply for, or attend community college or a four year educational institution.	6	0	0	NA	NA
Assisted residents to apply for, or attend vocational/technical training.	43	0	0	NA	NA
Assisted residents to obtain financial literacy training and/or coaching.	0	0	0	NA	NA
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0	0	0	NA	NA
Provided or connected residents with training on computer use or online technologies.	0	0	0	NA	NA
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0	0	0	NA	NA
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0	0	0	NA	NA
Other.	69	0	0	NA	NA

**Table 15 – Qualitative Efforts - Number of Activities by Program**

## **Narrative**

### *City Response:*

The City's Health and Human Services division hosts one to two job fairs throughout the year, and regularly promotes connections to assist in seeking employment, such as resume help, preparing for interviews, finding job opportunities, and job placement services. Additionally, these case managers also work to connect residents with supportive services that can provide direct services or referrals. The City funds The Workforce Connection as a key partner in this work, and the Mayor serves as the Chair of the Elected Official on the Board of Directors for the organization.

In November of 2022, the City partnered with several community agencies to host our annual Government Purchasing Expo. This year's event focused on startup and low-income business owners by providing seminars on how to Cut the Red Tape when submitting a bid. Over twenty local agencies attended to provide technical assistance and resources ranging from permits and zoning requirements, legal resources, and the construction trades. Over one hundred people attended the event and were able to be connected to these valuable resources.

The City hosted several resource fairs in targeted low-income communities through our Neighborhood Improvement Initiative. A team of employees and representatives from community partners brought resources directly to the neighborhood and our residents' doorsteps during a focused workday. This included connecting residents with energy assistance programs, enrolling children and families in our head start program, and distributing smoke detectors. Additionally, we teamed up with more than 20 organizations to provide resources focused on filling essential needs – including medical, mental health, disability, senior and youth services, lighting, and home repair services. At the same time, we improved the overall environment, including sidewalks and streetlights. At the end of the workday, residents came together at a block party for food, fun, and creating more connections. Six neighborhoods and dozens of residents were served and connected through this initiative.

The City continues with its Business First Initiative which provides aspiring entrepreneurs as well as new business owners with valuable knowledge about the legalities of owning a business. Over the course of 2022 over fifty aspiring and current business owners attended these meetings to learn about obtaining the correct permits, zoning requirements, and the health and safety matters related to owning a business. Additionally, as needed, referrals were made to our local Small Business Development Center (SBDC) and our Rockford Local Development Center (RLDC) for technical assistance. This program also helped to launch our monthly newsletter that focuses on small businesses and Section 3 business owners. The newsletter shares available funding opportunities, events, and resources within the community.

Additionally, through our Micro-Enterprise Program, we assisted two Section 3 Businesses by providing them with a 0% interest loan through our CDBG funds.

The City has established a strong partnership with the local organization, Think Big. This partnership focuses on Women and Minority Owned businesses, many of which qualify as Section 3 businesses. During 2022 this initiative held five classes that taught the basics of owning a business. Staff from the City taught the marketing portion of each series.

**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**

<b>Recipient Name</b>	ROCKFORD
<b>Organizational DUNS Number</b>	136666174
<b>UEI</b>	
<b>EIN/TIN Number</b>	366006082
<b>Identify the Field Office</b>	CHICAGO
<b>Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance</b>	

**ESG Contact Name**

<b>Prefix</b>	Ms
<b>First Name</b>	Anqunette
<b>Middle Name</b>	
<b>Last Name</b>	Parham
<b>Suffix</b>	
<b>Title</b>	Executive Director, Human & Human Services

**ESG Contact Address**

<b>Street Address 1</b>	425 E. State Street
<b>Street Address 2</b>	
<b>City</b>	Rockford
<b>State</b>	IL
<b>ZIP Code</b>	-
<b>Phone Number</b>	7793487509
<b>Extension</b>	

**Fax Number**

**Email Address**

Anqunette.Parham@rockfordil.gov

**ESG Secondary Contact**

**Prefix**

Mr

**First Name**

Owen

**Last Name**

Carter

**Suffix**

Deputy Director of Program Operations, HHS - Head Start

**Title**

7793487534

**Phone Number**

Owen.Carter@rockfordil.gov

**Extension**  
**Email Address**

**2. Reporting Period—All Recipients Complete**

**Program Year Start Date**

01/01/2022

**Program Year End Date**

12/31/2022

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

**Subrecipient or Contractor Name** Shelter Care Ministries

**City** Rockford

**State** IL

**Zip Code** 61104

**DUNS Number** 609264098

**UEI** F8SHMM9JM2U4

**Is subrecipient a victim services provider** NO

**Subrecipient Organization Type** non-profit

**ESG Subgrant or Contract Award Amount** \$39,790

**Subrecipient or Contractor Name** Institute for Community Alliances

**City** Rockford

**State** IL

**Zip Code** 61103

**DUNS Number** 149341732

**UEI** FD8JNZNSLPN8

**Is subrecipient a victim services provider** NO

**Subrecipient Organization Type** non-profit

**ESG Subgrant or Contract Award Amount** \$30,000

**Subrecipient or Contractor Name** Carpenters Place

**City** Rockford

**State** IL

**Zip Code** 61104

**DUNS Number** 020436304

**UEI** E1J2H75MRPD8

**Is subrecipient a victim services provider** NO

**Subrecipient Organization Type** non-profit

**ESG Subgrant or Contract Award Amount** \$35,000

**CR-65 - Persons Assisted**

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

**CR-75 – Expenditures**

HUD has requested that the CR-65, CR-70, and CR-75 sections above be replaced with the following SAGE reports.

## HUD ESG CAPER

Grant: ESG: Rockford - IL - Report Type: CAPER

### Report Date Range

1/1/2022 to 12/31/2022

### Contact Information

First Name Angie

Middle Name

Last Name Walker

Suffix

Title Homeless Program Coordinator

Street Address 1 612 N. Church St.

Street Address 2

City Rockford

State Illinois

ZIP Code 61103

E-mail Address angie.walker@rockfordil.gov

Phone Number (779)348-7567

Extension

Fax Number ()-

### Project types carried out during the program year

Components	Projects	Total Persons Reported	Total Households Reported
Emergency Shelter	2	63	24
Day Shelter	0	0	0
Transitional Housing	0	0	0
<b>Total Emergency Shelter Component</b>	<b>2</b>	<b>63</b>	<b>24</b>
Total Street Outreach	0	0	0
Total PH - Rapid Re-Housing	1	1	1
Total Homelessness Prevention	0	0	0

### Grant Information

#### Emergency Shelter Rehab/Conversion

Did you create additional shelter beds/units through an ESG-funded rehab project

No

Did you create additional shelter beds/units through an ESG-funded conversion project

No

#### Data Participation Information

Are there any funded projects, except HMIS or Admin, which are not listed on the Project, Links and Uploads form? This includes projects in the HMIS and from VSP

No

## Project Outcomes

*Project outcomes are required for all CAPERS where the program year start date is 1-1-2021 or later. This form replaces the narrative in CR-70 of the eCon Planning Suite.*

From the Action Plan that covered ESG for this reporting period copy and paste or retype the information in Question 5 on screen AP-90: "Describe performance standards for evaluating ESG."

ESG performance is monitored using the HUD CPD Monitoring standards. All recipients funded under this proposal must provide required data to the City of Rockford in order to be reimbursed for eligible expenses. ESG recipients must provide performance reports through HMIS that measures their performance against HUD goals. The City strives to meet all program specific requirements as detailed in the enabling legislation and program guidelines. City staff work with sub-grantees to ensure that these requirements are met and oversees internal operations towards the same goal.

*Based on the information from the Action Plan response previously provided to HUD:*

1. Briefly describe how you met the performance standards identified in A-90 this program year. *If they are not measurable as written type in N/A as the answer.*

N/A

2. Briefly describe what you did not meet and why. *If they are not measurable as written type in N/A as the answer.*

N/A

OR

3. If your standards were not written as measurable, provide a sample of what you will change them to in the future? *If they were measurable and you answered above type in N/A as the answer.*

N/A

## ESG Information from IDIS

As of 3/24/2023

FY	Grant Number	Current Authorized Amount	Funds Committed By Recipient	Funds Drawn	Balance Remaining	Obligation Date	Expenditure
2022	E22MC170020	\$188,681.00	\$0	\$0	\$188,681.00	9/8/2022	9/8/2024
2021	E21MC170020	\$185,222.00	\$0	\$0	\$185,222.00	8/4/2021	8/4/2023
2020	E20MC170020	\$184,641.00	\$184,641.00	\$59,607.67	\$125,033.33	7/21/2020	7/21/2022
2019	E19MC170020	\$180,781.00	\$180,262.98	\$147,714.42	\$33,066.58	7/12/2019	7/12/2021
2018	E18MC170020	\$178,770.00	\$178,770.00	\$178,770.00	\$0	8/7/2018	8/7/2020
2017	E17MC170020	\$182,521.00	\$164,471.98	\$164,471.98	\$18,049.02	10/19/2017	10/19/2019
2016	E16MC170020	\$185,376.00	\$185,376.00	\$185,376.00	\$0	7/14/2016	7/14/2018
2015	E15MC170020	\$186,454.00	\$186,454.00	\$186,454.00	\$0	6/15/2015	6/15/2017
Total		\$1,779,240.00	\$1,386,769.96	\$1,224,906.37	\$554,333.63		

Expenditures	2022 No	2021 Yes	2020 Yes	2019 No	2018 No	2017 No
		FY2021 Annual ESG Funds for	FY2020 Annual ESG Funds for			
<b>Homelessness Prevention</b>		Non-COVID	Non-COVID	COVID		
Rental Assistance						
Relocation and Stabilization Services - Financial Assistance						
Relocation and Stabilization Services - Services						
Hazard Pay ( <i>unique activity</i> )						
Landlord Incentives ( <i>unique activity</i> )						
Volunteer Incentives ( <i>unique activity</i> )						
Training ( <i>unique activity</i> )						
<b>Homeless Prevention Expenses</b>	0.00		0.00	0.00		
		FY2021 Annual ESG Funds for	FY2020 Annual ESG Funds for			
<b>Rapid Re-Housing</b>		Non-COVID	Non-COVID	COVID		
Rental Assistance			1,354.03			
Relocation and Stabilization Services - Financial Assistance			1,150.00			
Relocation and Stabilization Services - Services			0.00			
Hazard Pay ( <i>unique activity</i> )						
Landlord Incentives ( <i>unique activity</i> )						
Volunteer Incentives ( <i>unique activity</i> )						
Training ( <i>unique activity</i> )						
<b>RRH Expenses</b>	0.00		2,504.03	0.00		
		FY2021 Annual ESG Funds for	FY2020 Annual ESG Funds for			
<b>Emergency Shelter</b>		Non-COVID	Non-COVID	COVID		
Essential Services	2,641.22		15,283.00			
Operations	2,129.94		18,080.42			
Renovation	0.00		0.00			
Major Rehab	0.00		0.00			
Conversion	0.00		0.00			
Hazard Pay ( <i>unique activity</i> )						
Volunteer Incentives ( <i>unique activity</i> )						
Training ( <i>unique activity</i> )						
<b>Emergency Shelter Expenses</b>	4,771.16		33,363.42	0.00		
		FY2021 Annual ESG Funds for	FY2020 Annual ESG Funds for			
<b>Temporary Emergency Shelter</b>		Non-COVID	Non-COVID	COVID		
Essential Services						

Operations			
Leasing existing real property or temporary structures			
Acquisition			
Renovation			
Hazard Pay ( <i>unique activity</i> )			
Volunteer Incentives ( <i>unique activity</i> )			
Training ( <i>unique activity</i> )			
Other Shelter Costs			
Temporary Emergency Shelter Expenses			0.00
	FY2021 Annual ESG Funds for		FY2020 Annual ESG Funds for
<b>Street Outreach</b>	<b>Non-COVID</b>	<b>Non-COVID</b>	<b>COVID</b>
Essential Services			
Hazard Pay ( <i>unique activity</i> )			
Volunteer Incentives ( <i>unique activity</i> )			
Training ( <i>unique activity</i> )			
Handwashing Stations/Portable Bathrooms ( <i>unique activity</i> )			
Street Outreach Expenses	0.00	0.00	0.00
	FY2021 Annual ESG Funds for		FY2020 Annual ESG Funds for
<b>Other ESG Expenditures</b>	<b>Non-COVID</b>	<b>Non-COVID</b>	<b>COVID</b>
Cell Phones - for persons in CoC/YHDP funded projects ( <i>unique activity</i> )			
Coordinated Entry COVID Enhancements ( <i>unique activity</i> )			
Training ( <i>unique activity</i> )			
Vaccine Incentives ( <i>unique activity</i> )			
HMIS	465.49	19,466.24	
Administration	536.12	1,795.21	
Other Expenses	1,001.61	21,261.45	0.00
	FY2021 Annual ESG Funds for		FY2020 Annual ESG Funds for
	Non-COVID	Non-COVID	COVID
<b>Total Expenditures</b>	<b>5,772.77</b>	<b>57,128.90</b>	<b>0.00</b>
Match	9,762.98	57,045.59	
<b>Total ESG expenditures plus match</b>	<b>15,535.75</b>	<b>114,174.49</b>	

**Total expenditures plus match for all years**

Sources of Match

	FY2022	FY2021	FY2020	FY2019	FY2018	FY2017	FY2016	FY2015
Total regular ESG plus COVID expenditures brought forward	\$0.00	\$5,772.77	\$57,128.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total ESG used for COVID brought forward	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total ESG used for regular expenses which requires a match	\$0.00	\$5,772.77	\$57,128.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Match numbers from financial form	\$0.00	\$9,762.98	\$57,045.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Match Percentage	0%	169.12%	99.85%	0%	0%	0%	0%	0%

**Match Source** **FY2022** **FY2021** **FY2020** **FY2019** **FY2018** **FY2017** **FY2016** **FY2015**

Other Non-ESG HUD Funds	9,637.56	29,988.63						
Other Federal Funds		8,285.67						
State Government	125.42	18,271.02						
Local Government								
Private Funds		500.27						
Other								
Fees								
Program Income								
Total Cash Match	0.00	9,762.98	57,045.59	0.00	0.00	0.00	0.00	0.00
Non Cash Match								
Total Match	0.00	9,762.98	57,045.59	0.00	0.00	0.00	0.00	0.00

## HUD ESG CAPER FY2023 - CSV upload only

Grant: ESG: Rockford - IL - Report Type: CAPER

### Q04a: Project Identifiers in HMIS

Organization Name	Organization ID	Project Name	Project ID	HMIS Project Type	Method for Tracking ES	Affiliated with a residential project	Project IDs of affiliations	CoC Number	Geocode	Victim Service Provider	HMIS Software Name	Report Start Date
City of Rockford CAA	131	City of Rockford-Federal ESG Emergency Shelter	317	1	0			IL-501	176000	0	WellSky Community Services	2022-01-01

### Q05a: Report Validations Table

Category	Count of Clients for DQ	Count of Clients
Total Number of Persons Served	39	39
Number of Adults (Age 18 or Over)	16	16
Number of Children (Under Age 18)	23	23
Number of Persons with Unknown Age	0	0
Number of Leavers	35	35
Number of Adult Leavers	12	12
Number of Adult and Head of Household Leavers	12	12
Number of Stayers	4	4
Number of Adult Stayers	4	4
Number of Veterans	0	0
Number of Chronically Homeless Persons	1	1
Number of Youth Under Age 25	2	2
Number of Parenting Youth Under Age 25 with Children	1	1
Number of Adult Heads of Household	16	16
Number of Child and Unknown-Age Heads of Household	0	0
Heads of Households and Adult Stayers in the Project 365 Days or More	0	0

**Q06a: Data Quality: Personally Identifying Information (PII)**

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	Total	% of Error Rate
Name	0	0	0	0	0%
Social Security Number	13	0	0	13	<i>33.33%</i>
Date of Birth	0	0	0	0	0%
Race	0	0	0	0	0%
Ethnicity	0	0	0	0	0%
Gender	0	0	0	0	0%
Overall Score				13	<i>33.33%</i>

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06b: Data Quality: Universal Data Elements**

Data Element	Error Count	% of Error Rate
Veteran Status	0	0%
Project Start Date	0	0%
Relationship to Head of Household	0	0%
Client Location	0	0%
Disabling Condition	0	0%

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06c: Data Quality: Income and Housing Data Quality**

Data Element	Error Count	% of Error Rate
Destination	6	<i>17.14%</i>
Income and Sources at Start	1	<i>6.25%</i>
Income and Sources at Annual Assessment	0	0
Income and Sources at Exit	1	<i>8.33%</i>

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06d: Data Quality: Chronic Homelessness**

Entering into project type	Count of Total Records	Missing Time in Institution	Missing Time in Housing	Approximate Date Started DK/R/missing	Number of Times DK/R/missing	Number of Months DK/R/missing	% of Records Unable to Calculate
ES, SH, Street Outreach	16	0	0	0	0	1	<i>6.00%</i>
TH	0	0	0	0	0	0	0
PH (All)	0	0	0	0	0	0	0
Total	16	0	0	0	0	0	<i>6.00%</i>

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06e: Data Quality: Timeliness**

Time for Record Entry	Number of Project Start Records	Number of Project Exit Records
0 days	19	14
1-3 Days	12	5
4-6 Days	0	0
7-10 Days	1	1
11+ Days	7	15

**Q06f: Data Quality: Inactive Records: Street Outreach & Emergency Shelter**

Data Element	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in Street Outreach or ES - NBN)	0	0	0
Bed Night (All Clients in ES - NBN)	0	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q07a: Number of Persons Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Adults	16	9	7	0	0
Children	23	0	23	0	0
Client Doesn't Know/ Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	39	9	30	0	0
For PSH & RRH – the total persons served who moved into housing	0	0	0	0	0

**Q07b: Point-in-Time Count of Persons on the Last Wednesday**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	0	0	0	0	0
April	0	0	0	0	0
July	10	2	8	0	0
October	5	5	0	0	0

**Q08a: Households Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total Households	16	9	7	0	0
For PSH & RRH – the total households served who moved into housing	0	0	0	0	0

**Q08b: Point-in-Time Count of Households on the Last Wednesday**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	0	0	0	0	0
April	0	0	0	0	0
July	2	1	1	0	0
October	4	4	0	0	0

**Q09a: Number of Persons Contacted**

Number of Persons Contacted	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	0	0	0	0
2-5 Times	0	0	0	0
6-9 Times	0	0	0	0
10+ Times	0	0	0	0
Total Persons Contacted	0	0	0	0

**Q09b: Number of Persons Engaged**

Number of Persons Engaged	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	0	0	0	0
2-5 Contacts	0	0	0	0
6-9 Contacts	0	0	0	0
10+ Contacts	0	0	0	0
Total Persons Engaged	0	0	0	0
Rate of Engagement	0	0	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q10a: Gender of Adults**

	Total	Without Children	With Children and Adults	Unknown Household Type
Male	6	6	0	0
Female	10	3	7	0
No Single Gender	0	0	0	0
Questioning	0	0	0	0
Transgender	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Total	16	9	7	0

Trans Female (MTF or Male to Female) ↗

Trans Male (FTM or Female to Male) ↗

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with ↗.

**Q10b: Gender of Children**

	Total	With Children and Adults	With Only Children	Unknown Household Type
Male	10	10	0	0
Female	13	13	0	0
No Single Gender	0	0	0	0
Questioning	0	0	0	0
Transgender	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Total	23	23	0	0

Trans Female (MTF or Male to Female) ↗

Trans Male (FTM or Female to Male) ↗

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with ↗.

**Q10c: Gender of Persons Missing Age Information**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Male	0	0	0	0	0
Female	0	0	0	0	0
No Single Gender	0	0	0	0	0
Questioning	0	0	0	0	0
Transgender	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Trans Female (MTF or Male to Female) ↴

Trans Male (FTM or Female to Male) ↴

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with ↴.

**Q10d: Gender by Age Ranges**

	Total	Under Age 18	Age 18-24	Age 25-61	Age 62 and over	Client Doesn't Know/ Client Refused	Data Not Collected
Male	16	10	1	5	0	0	0
Female	23	13	1	9	0	0	0
No Single Gender	0	0	0	0	0	0	0
Questioning	0	0		0	0	0	0
Transgender	0	0	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0	0	0
Data Not Collected	0	0	0	0	0	0	0
<b>Total</b>	<b>39</b>	<b>23</b>	<b>2</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>

Trans Female (MTF or Male to Female) ↴

↴

Trans Male (FTM or Female to Male) ↴

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with ↴.

**Q11: Age**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Under 5	5	0	5	0	0
5 - 12	11	0	11	0	0
13 - 17	7	0	7	0	0
18 - 24	2	1	1	0	0
25 - 34	6	3	3	0	0
35 - 44	2	0	2	0	0
45 - 54	3	2	1	0	0
55 - 61	3	3	0	0	0
62+	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>39</b>	<b>9</b>	<b>30</b>	<b>0</b>	<b>0</b>

**Q12a: Race**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
White	4	3	1	0	0
Black, African American, or African	34	6	28	0	0
Asian or Asian American	0	0	0	0	0
American Indian, Alaska Native, or Indigenous	0	0	0	0	0
Native Hawaiian or Pacific Islander	0	0	0	0	0
Multiple Races	1	0	1	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	39	9	30	0	0

**Q12b: Ethnicity**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Non-Hispanic/Non-Latin(a)(o)(x)	38	8	30	0	0
Hispanic/Latin(a)(o)(x)	1	1	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	39	9	30	0	0

**Q13a1: Physical and Mental Health Conditions at Start**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults <small>(C)</small>	With Only Children	Unknown Household Type
Mental Health Disorder	3	3	0	0		0	0
Alcohol Use Disorder	0	0	0	0		0	0
Drug Use Disorder	0	0	0	0		0	0
Both Alcohol Use and Drug Use Disorders	1	1	0	0		0	0
Chronic Health Condition	0	0	0	0		0	0
HIV/AIDS	1	1	0	0		0	0
Developmental Disability	2	0	1	1		0	0
Physical Disability	2	1	1	0		0	0

(C) The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q13b1: Physical and Mental Health Conditions at Exit**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults <small>(C)</small>	With Only Children	Unknown Household Type
Mental Health Disorder	2	2	0	0		0	0
Alcohol Use Disorder	0	0	0	0		0	0
Drug Use Disorder	0	0	0	0		0	0
Both Alcohol Use and Drug Use Disorders	0	0	0	0		0	0
Chronic Health Condition	0	0	0	0		0	0
HIV/AIDS	1	1	0	0		0	0
Developmental Disability	2	0	1	1		0	0
Physical Disability	1	0	1	0		0	0

(C) The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q13c1: Physical and Mental Health Conditions for Stayers**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults 	With Only Children	Unknown Household Type
Mental Health Disorder	1	1	0	0		0	0
Alcohol Use Disorder	0	0	0	0		0	0
Drug Use Disorder	0	0	0	0		0	0
Both Alcohol Use and Drug Use Disorders	1	1	0	0		0	0
Chronic Health Condition	0	0	0	0		0	0
HIV/AIDS	0	0	0	0		0	0
Developmental Disability	0	0	0	0		0	0
Physical Disability	1	1	0	0		0	0

 The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q14a: Domestic Violence History**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	6	2	4	0	0
No	10	7	3	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	16	9	7	0	0

**Q14b: Persons Fleeing Domestic Violence**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	3	1	2	0	0
No	3	1	2	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	6	2	4	0	0

**Q15: Living Situation**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Homeless Situations</b>					
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	13	7	6	0	0
Transitional housing for homeless persons (including homeless youth)	0	0	0	0	0
Place not meant for habitation	1	1	0	0	0
Safe Haven	0	0	0	0	0
Host Home (non-crisis)	0	0	0	0	0
Interim Housing 					
<b>Subtotal</b>	14	8	6	0	0
<b>Institutional Settings</b>					
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	0	0	0	0	0
Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
Jail, prison or juvenile detention facility	0	0	0	0	0
Foster care home or foster care group home	0	0	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
Residential project or halfway house with no homeless criteria	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Other Locations</b>					
Permanent housing (other than RRH) for formerly homeless persons	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Rental by client, with RRH or equivalent subsidy	0	0	0	0	0
Rental by client, with HCV voucher (tenant or project based)	0	0	0	0	0
Rental by client in a public housing unit	0	0	0	0	0
Rental by client, no ongoing housing subsidy	0	0	0	0	0
Rental by client, with VASH subsidy	0	0	0	0	0
Rental by client with GPD TIP subsidy	0	0	0	0	0
Rental by client, with other housing subsidy	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	0	0	0	0	0
Staying or living in a friend's room, apartment or house	1	0	1	0	0
Staying or living in a family member's room, apartment or house	1	1	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Subtotal</b>	2	1	1	0	0
<b>Total</b>	16	9	7	0	0

 Interim housing is retired as of 10/1/2019.

**Q16: Cash Income - Ranges**

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
No income	8	0	5
\$1 - \$150	1	0	2
\$151 - \$250	0	0	0
\$251 - \$500	1	0	0
\$501 - \$1000	3	0	2
\$1,001 - \$1,500	0	0	0
\$1,501 - \$2,000	3	0	2
\$2,001+	0	0	1
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	0	0	0
Number of Adult Stayers Not Yet Required to Have an Annual Assessment	0	4	0
Number of Adult Stayers Without Required Annual Assessment	0	0	0
Total Adults	16	4	12

**Q17: Cash Income - Sources**

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
Earned Income	3	0	2
Unemployment Insurance	0	0	0
SSI	3	0	2
SSDI	0	0	0
VA Service-Connected Disability Compensation	0	0	0
VA Non-Service Connected Disability Pension	0	0	0
Private Disability Insurance	0	0	0
Worker's Compensation	0	0	0
TANF or Equivalent	1	0	1
General Assistance	0	0	0
Retirement (Social Security)	0	0	0
Pension from Former Job	0	0	0
Child Support	1	0	2
Alimony (Spousal Support)	0	0	0
Other Source	1	0	1
Adults with Income Information at Start and Annual Assessment/Exit	0	0	0

**Q19b: Disabling Conditions and Income for Adults at Exit**

	AO: Adult with Disabling Condition	AO: Adult without Disabling Condition	AO: Total Adults	AO: % with Disabling Condition by Source	AC: Adult with Disabling Condition	AC: Adult without Disabling Condition	AC: Total Adults	AC: % with Disabling Condition by Source	UK: Adult with Disabling Condition	UK: Adult without Disabling Condition	UK: Total Adults	UK: % with Disabling Condition by Source
Earned Income	0	1	1	0%	0	1	1	0%	0	0	0	0
Supplemental Security Income (SSI)	1	0	1	100.00%	1	0	1	100.00%	0	0	0	0
Social Security Disability Insurance (SSDI)	0	0	0	0	0	0	0	0	0	0	0	0
VA Service- Connected Disability Compensation	0	0	0	0	0	0	0	0	0	0	0	0
Private Disability Insurance	0	0	0	0	0	0	0	0	0	0	0	0
Worker's Compensation	0	0	0	0	0	0	0	0	0	0	0	0
Temporary Assistance for Needy Families (TANF)	0	1	1	0%	0	0	0	0	0	0	0	0
Retirement Income from Social Security	0	0	0	0	0	0	0	0	0	0	0	0
Pension or retirement income from a former job	0	0	0	0	0	0	0	0	0	0	0	0
Child Support	0	0	0	0	1	1	2	50.00%	0	0	0	0
Other source	0	0	0	0	0	1	1	0%	0	0	0	0
No Sources	2	1	3	66.67%	0	2	2	0%	0	0	0	0
Unduplicated Total Adults	3	2	5		2	5	7		0	0	0	

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q20a: Type of Non-Cash Benefit Sources**

	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
Supplemental Nutritional Assistance Program	9	0	7
WIC	1	0	1
TANF Child Care Services	1	0	0
TANF Transportation Services	0	0	0
Other TANF-Funded Services	0	0	0
Other Source	1	0	1

**Q21: Health Insurance**

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	26	0	24
Medicare	1	0	0
State Children's Health Insurance Program	0	0	0
VA Medical Services	0	0	0
Employer Provided Health Insurance	0	0	0
Health Insurance Through COBRA	0	0	0
Private Pay Health Insurance	0	0	0
State Health Insurance for Adults	0	0	0
Indian Health Services Program	0	0	0
Other	0	0	0
No Health Insurance	12	0	11
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	0	0	0
Number of Stayers Not Yet Required to Have an Annual Assessment	0	4	0
1 Source of Health Insurance	27	0	24
More than 1 Source of Health Insurance	0	0	0

**Q22a2: Length of Participation – ESG Projects**

	Total	Leavers	Stayers
0 to 7 days	16	16	0
8 to 14 days	15	15	0
15 to 21 days	1	1	0
22 to 30 days	2	2	0
31 to 60 days	1	1	0
61 to 90 days	0	0	0
91 to 180 days	4	0	4
181 to 365 days	0	0	0
366 to 730 days (1-2 Yrs)	0	0	0
731 to 1,095 days (2-3 Yrs)	0	0	0
1,096 to 1,460 days (3-4 Yrs)	0	0	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0
More than 1,825 days (> 5 Yrs)	0	0	0
Data Not Collected	0	0	0
<b>Total</b>	<b>39</b>	<b>35</b>	<b>4</b>

**Q22c: Length of Time between Project Start Date and Housing Move-in Date**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	0	0	0	0	0
8 to 14 days	0	0	0	0	0
15 to 21 days	0	0	0	0	0
22 to 30 days	0	0	0	0	0
31 to 60 days	0	0	0	0	0
61 to 180 days	0	0	0	0	0
181 to 365 days	0	0	0	0	0
366 to 730 days (1-2 Yrs)	0	0	0	0	0
<b>Total (persons moved into housing)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Average length of time to housing</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Persons who were exited without move-in	0	0	0	0	0
<b>Total persons</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q22d: Length of Participation by Household Type**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	16	1	15	0	0
8 to 14 days	15	0	15	0	0
15 to 21 days	1	1	0	0	0
22 to 30 days	2	2	0	0	0
31 to 60 days	1	1	0	0	0
61 to 90 days	0	0	0	0	0
91 to 180 days	4	4	0	0	0
181 to 365 days	0	0	0	0	0
366 to 730 days (1-2 Yrs)	0	0	0	0	0
731 to 1,095 days (2-3 Yrs)	0	0	0	0	0
1,096 to 1,460 days (3-4 Yrs)	0	0	0	0	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0	0	0
More than 1,825 days (> 5 Yrs)	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>39</b>	<b>9</b>	<b>30</b>	<b>0</b>	<b>0</b>

**Q22e: Length of Time Prior to Housing - based on 3.917 Date Homelessness Started**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	13	1	12	0	0
8 to 14 days	0	0	0	0	0
15 to 21 days	0	0	0	0	0
22 to 30 days	0	0	0	0	0
31 to 60 days	7	0	7	0	0
61 to 180 days	5	5	0	0	0
181 to 365 days	2	2	0	0	0
366 to 730 days (1-2 Yrs)	1	1	0	0	0
731 days or more	11	0	11	0	0
<b>Total (persons moved into housing)</b>	<b>39</b>	<b>9</b>	<b>30</b>	<b>0</b>	<b>0</b>
Not yet moved into housing	0	0	0	0	0
Data not collected	0	0	0	0	0
<b>Total persons</b>	<b>39</b>	<b>9</b>	<b>30</b>	<b>0</b>	<b>0</b>

**Q23c: Exit Destination – All persons**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Permanent Destinations</b>					
Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Rental by client, no ongoing housing subsidy	0	0	0	0	0
Rental by client, with VASH housing subsidy	0	0	0	0	0
Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
Rental by client, with other ongoing housing subsidy	1	1	0	0	0
Permanent housing (other than RRH) for formerly homeless persons	0	0	0	0	0
Staying or living with family, permanent tenure	0	0	0	0	0
Staying or living with friends, permanent tenure	0	0	0	0	0
Rental by client, with RRH or equivalent subsidy	2	0	2	0	0
Rental by client, with HCV voucher (tenant or project based)	0	0	0	0	0
Rental by client in a public housing unit	0	0	0	0	0
<b>Subtotal</b>	3	1	2	0	0
<b>Temporary Destinations</b>					
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	15	2	13	0	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	0	0	0	0	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	5	1	4	0	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	5	0	5	0	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	1	1	0	0	0
Safe Haven	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	0	0	0	0	0
Host Home (non-crisis)	0	0	0	0	0
<b>Subtotal</b>	26	4	22	0	0
<b>Institutional Settings</b>					
Foster care home or group foster care home	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	0	0	0	0	0
Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
Jail, prison, or juvenile detention facility	0	0	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Other Destinations</b>					
Residential project or halfway house with no homeless criteria	0	0	0	0	0
Deceased	0	0	0	0	0
Other	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected (no exit interview completed)	6	0	6	0	0
<b>Subtotal</b>	6	0	6	0	0
<b>Total</b>	35	5	30	0	0
<b>Total persons exiting to positive housing destinations</b>	3	1	2	0	0

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total persons whose destinations excluded them from the calculation	0	0	0	0	0
Percentage	8.57%	20.00%	6.67%	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

#### Q24: Homelessness Prevention Housing Assessment at Exit

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Able to maintain the housing they had at project start—Without a subsidy	0	0	0	0	0
Able to maintain the housing they had at project start—With the subsidy they had at project start	0	0	0	0	0
Able to maintain the housing they had at project start—With an on-going subsidy acquired since project start	0	0	0	0	0
Able to maintain the housing they had at project start—Only with financial assistance other than a subsidy	0	0	0	0	0
Moved to new housing unit—With on-going subsidy	0	0	0	0	0
Moved to new housing unit—Without an on-going subsidy	0	0	0	0	0
Moved in with family/friends on a temporary basis	0	0	0	0	0
Moved in with family/friends on a permanent basis	0	0	0	0	0
Moved to a transitional or temporary housing facility or program	0	0	0	0	0
Client became homeless – moving to a shelter or other place unfit for human habitation	0	0	0	0	0
Client went to jail/prison	0	0	0	0	0
Client died	0	0	0	0	0
Client doesn't know/Client refused	0	0	0	0	0
Data not collected (no exit interview completed)	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Q25a: Number of Veterans

	Total	Without Children	With Children and Adults	Unknown Household Type
Chronically Homeless Veteran	0	0	0	0
Non-Chronically Homeless Veteran	0	0	0	0
Not a Veteran	16	9	7	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
<b>Total</b>	<b>16</b>	<b>9</b>	<b>7</b>	<b>0</b>

#### Q26b: Number of Chronically Homeless Persons by Household

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Chronically Homeless	1	1	0	0	0
Not Chronically Homeless	37	8	29	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	1	0	1	0	0
<b>Total</b>	<b>39</b>	<b>9</b>	<b>30</b>	<b>0</b>	<b>0</b>

## HUD ESG CAPER FY2023 - CSV upload only

Grant: ESG: Rockford - IL - Report Type: CAPER

### Q04a: Project Identifiers in HMIS

Organization Name	Organization ID	Project Name	Project ID	HMIS Project Type	Method for Tracking ES	Affiliated with a residential project	Project IDs of affiliations	CoC Number	Geocode	Victim Service Provider	HMIS Software Name	Report Start Date
City of Rockford CAA	131	City of Rockford CAA City ESG Rapid Rehousing	164	13				IL-501	176000	0	WellSky Community Services	2022-01-01

### Q05a: Report Validations Table

Category	Count of Clients for DQ	Count of Clients
Total Number of Persons Served	1	1
Number of Adults (Age 18 or Over)	1	1
Number of Children (Under Age 18)	0	0
Number of Persons with Unknown Age	0	0
Number of Leavers	0	0
Number of Adult Leavers	0	0
Number of Adult and Head of Household Leavers	0	0
Number of Stayers	1	1
Number of Adult Stayers	1	1
Number of Veterans	0	0
Number of Chronically Homeless Persons	0	0
Number of Youth Under Age 25	1	1
Number of Parenting Youth Under Age 25 with Children	0	0
Number of Adult Heads of Household	1	1
Number of Child and Unknown-Age Heads of Household	0	0
Heads of Households and Adult Stayers in the Project 365 Days or More	0	0

### Q06a: Data Quality: Personally Identifying Information (PII)

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	Total	% of Error Rate
Name	0	0	0	0	0%
Social Security Number	0	0	0	0	0%
Date of Birth	0	0	0	0	0%
Race	0	0	0	0	0%
Ethnicity	0	0	0	0	0%
Gender	0	0	0	0	0%
Overall Score			0	0	0%

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06b: Data Quality: Universal Data Elements**

Data Element	Error Count	% of Error Rate
Veteran Status	0	0%
Project Start Date	0	0%
Relationship to Head of Household	0	0%
Client Location	0	0%
Disabling Condition	0	0%

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06c: Data Quality: Income and Housing Data Quality**

Data Element	Error Count	% of Error Rate
Destination	0	0
Income and Sources at Start	0	0%
Income and Sources at Annual Assessment	0	0
Income and Sources at Exit	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06d: Data Quality: Chronic Homelessness**

Entering into project type	Count of Total Records	Missing Time in Institution	Missing Time in Housing	Approximate Date Started DK/R/missing	Number of Times DK/R/missing	Number of Months DK/R/missing	% of Records Unable to Calculate
ES, SH, Street Outreach	0	0	0	0	0	0	0
TH	0	0	0	0	0	0	0
PH (All)	1	0	0	0	0	0	0
Total	1	0	0	0	0	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06e: Data Quality: Timeliness**

Time for Record Entry	Number of Project Start Records	Number of Project Exit Records
0 days	0	0
1-3 Days	0	0
4-6 Days	0	0
7-10 Days	0	0
11+ Days	1	0

**Q06f: Data Quality: Inactive Records: Street Outreach & Emergency Shelter**

Data Element	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in Street Outreach or ES - NBN)	0	0	0
Bed Night (All Clients in ES - NBN)	0	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q07a: Number of Persons Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Adults	1	1	0	0	0
Children	0	0	0	0	0
Client Doesn't Know/ Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	1	1	0	0	0
For PSH & RRH – the total persons served who moved into housing	1	1	0	0	0

**Q07b: Point-in-Time Count of Persons on the Last Wednesday**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	0	0	0	0	0
April	0	0	0	0	0
July	0	0	0	0	0
October	1	1	0	0	0

**Q08a: Households Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total Households	1	1	0	0	0
For PSH & RRH – the total households served who moved into housing	1	1	0	0	0

**Q08b: Point-in-Time Count of Households on the Last Wednesday**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	0	0	0	0	0
April	0	0	0	0	0
July	0	0	0	0	0
October	1	1	0	0	0

**Q09a: Number of Persons Contacted**

Number of Persons Contacted	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	0	0	0	0
2-5 Times	0	0	0	0
6-9 Times	0	0	0	0
10+ Times	0	0	0	0
Total Persons Contacted	0	0	0	0

**Q09b: Number of Persons Engaged**

Number of Persons Engaged	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	0	0	0	0
2-5 Contacts	0	0	0	0
6-9 Contacts	0	0	0	0
10+ Contacts	0	0	0	0
Total Persons Engaged	0	0	0	0
Rate of Engagement	0	0	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q10a: Gender of Adults**

	Total	Without Children	With Children and Adults	Unknown Household Type
Male	0	0	0	0
Female	1	1	0	0
No Single Gender	0	0	0	0
Questioning	0	0	0	0
Transgender	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Total	1	1	0	0

Trans Female (MTF or Male to Female) ↴

Trans Male (FTM or Female to Male) ↴

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with ↴.

**Q10b: Gender of Children**

	Total	With Children and Adults	With Only Children	Unknown Household Type
Male	0	0	0	0
Female	0	0	0	0
No Single Gender	0	0	0	0
Questioning	0	0	0	0
Transgender	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Total	0	0	0	0

Trans Female (MTF or Male to Female) ↴

Trans Male (FTM or Female to Male) ↴

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with ↴.

**Q10c: Gender of Persons Missing Age Information**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Male	0	0	0	0	0
Female	0	0	0	0	0
No Single Gender	0	0	0	0	0
Questioning	0	0	0	0	0
Transgender	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Trans Female (MTF or Male to Female) ↴

Trans Male (FTM or Female to Male) ↴

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with ↴.

**Q10d: Gender by Age Ranges**

	Total	Under Age 18	Age 18-24	Age 25-61	Age 62 and over	Client Doesn't Know/ Client Refused	Data Not Collected
Male	0	0	0	0	0	0	0
Female	1	0	1	0	0	0	0
No Single Gender	0	0	0	0	0	0	0
Questioning	0	0		0	0	0	0
Transgender	0	0	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0	0	0
Data Not Collected	0	0	0	0	0	0	0
<b>Total</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Trans Female (MTF or Male to Female)

↳

Trans Male (FTM or Female to Male) ↴

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with ↴.

**Q11: Age**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Under 5	0	0	0	0	0
5 - 12	0	0	0	0	0
13 - 17	0	0	0	0	0
18 - 24	1	1	0	0	0
25 - 34	0	0	0	0	0
35 - 44	0	0	0	0	0
45 - 54	0	0	0	0	0
55 - 61	0	0	0	0	0
62+	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Q12a: Race**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
White	1	1	0	0	0
Black, African American, or African	0	0	0	0	0
Asian or Asian American	0	0	0	0	0
American Indian, Alaska Native, or Indigenous	0	0	0	0	0
Native Hawaiian or Pacific Islander	0	0	0	0	0
Multiple Races	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	1	1	0	0	0

**Q12b: Ethnicity**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Non-Hispanic/Non-Latin(a)(o)(x)	1	1	0	0	0
Hispanic/Latin(a)(o)(x)	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	1	1	0	0	0

**Q13a1: Physical and Mental Health Conditions at Start**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Disorder	1	1	0	0		0	0
Alcohol Use Disorder	0	0	0	0		0	0
Drug Use Disorder	0	0	0	0		0	0
Both Alcohol Use and Drug Use Disorders	0	0	0	0		0	0
Chronic Health Condition	0	0	0	0		0	0
HIV/AIDS	0	0	0	0		0	0
Developmental Disability	0	0	0	0		0	0
Physical Disability	0	0	0	0		0	0

☞ The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q13b1: Physical and Mental Health Conditions at Exit**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children In HH with Children & Adults	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Disorder	0	0	0	0		0	0
Alcohol Use Disorder	0	0	0	0		0	0
Drug Use Disorder	0	0	0	0		0	0
Both Alcohol Use and Drug Use Disorders	0	0	0	0		0	0
Chronic Health Condition	0	0	0	0		0	0
HIV/AIDS	0	0	0	0		0	0
Developmental Disability	0	0	0	0		0	0
Physical Disability	0	0	0	0		0	0

☞ The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q13c1: Physical and Mental Health Conditions for Stayers**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Disorder	1	1	0	0		0	0
Alcohol Use Disorder	0	0	0	0		0	0
Drug Use Disorder	0	0	0	0		0	0
Both Alcohol Use and Drug Use Disorders	0	0	0	0		0	0
Chronic Health Condition	0	0	0	0		0	0
HIV/AIDS	0	0	0	0		0	0
Developmental Disability	0	0	0	0		0	0
Physical Disability	0	0	0	0		0	0

⌚ The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q14a: Domestic Violence History**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	0	0	0	0	0
No	1	1	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	1	1	0	0	0

**Q14b: Persons Fleeing Domestic Violence**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	0	0	0	0	0
No	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	0	0	0	0	0

**Q15: Living Situation**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Homeless Situations</b>					
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	0	0	0	0	0
Place not meant for habitation	0	0	0	0	0
Safe Haven	0	0	0	0	0
Host Home (non-crisis)	0	0	0	0	0
Interim Housing <small>⌚</small>					
<b>Subtotal</b>	0	0	0	0	0
<b>Institutional Settings</b>					
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	0	0	0	0	0
Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
Jail, prison or juvenile detention facility	0	0	0	0	0
Foster care home or foster care group home	0	0	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
Residential project or halfway house with no homeless criteria	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Other Locations</b>					
Permanent housing (other than RRH) for formerly homeless persons	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Rental by client, with RRH or equivalent subsidy	0	0	0	0	0
Rental by client, with HCV voucher (tenant or project based)	0	0	0	0	0
Rental by client in a public housing unit	0	0	0	0	0
Rental by client, no ongoing housing subsidy	0	0	0	0	0
Rental by client, with VASH subsidy	0	0	0	0	0
Rental by client with GPD TIP subsidy	0	0	0	0	0
Rental by client, with other housing subsidy	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	0	0	0	0	0
Staying or living in a friend's room, apartment or house	0	0	0	0	0
Staying or living in a family member's room, apartment or house	1	1	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Subtotal</b>	1	1	0	0	0
<b>Total</b>	1	1	0	0	0

⌚ Interim housing is retired as of 10/1/2019.

**Q16: Cash Income - Ranges**

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
No income	1	0	0
\$1 - \$150	0	0	0
\$151 - \$250	0	0	0
\$251 - \$500	0	0	0
\$501 - \$1000	0	0	0
\$1,001 - \$1,500	0	0	0
\$1,501 - \$2,000	0	0	0
\$2,001+	0	0	0
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	0	0	0
Number of Adult Stayers Not Yet Required to Have an Annual Assessment	0	1	0
Number of Adult Stayers Without Required Annual Assessment	0	0	0
Total Adults	1	1	0

**Q17: Cash Income - Sources**

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
Earned Income	0	0	0
Unemployment Insurance	0	0	0
SSI	0	0	0
SSDI	0	0	0
VA Service-Connected Disability Compensation	0	0	0
VA Non-Service Connected Disability Pension	0	0	0
Private Disability Insurance	0	0	0
Worker's Compensation	0	0	0
TANF or Equivalent	0	0	0
General Assistance	0	0	0
Retirement (Social Security)	0	0	0
Pension from Former Job	0	0	0
Child Support	0	0	0
Alimony (Spousal Support)	0	0	0
Other Source	0	0	0
Adults with Income Information at Start and Annual Assessment/Exit	0	0	0

**Q19b: Disabling Conditions and Income for Adults at Exit**

	AO: Adult with Disabling Condition	AO: Adult without Disabling Condition	AO: Total Adults	AO: % with Disabling Condition by Source	AC: Adult with Disabling Condition	AC: Adult without Disabling Condition	AC: Total Adults	AC: % with Disabling Condition by Source	UK: Adult with Disabling Condition	UK: Adult without Disabling Condition	UK: Total Adults	UK: % with Disabling Condition by Source
Earned Income	0	0	0	0	0	0	0	0	0	0	0	0
Supplemental Security Income (SSI)	0	0	0	0	0	0	0	0	0	0	0	0
Social Security Disability Insurance (SSDI)	0	0	0	0	0	0	0	0	0	0	0	0
VA Service- Connected Disability Compensation	0	0	0	0	0	0	0	0	0	0	0	0
Private Disability Insurance	0	0	0	0	0	0	0	0	0	0	0	0
Worker's Compensation	0	0	0	0	0	0	0	0	0	0	0	0
Temporary Assistance for Needy Families (TANF)	0	0	0	0	0	0	0	0	0	0	0	0
Retirement Income from Social Security	0	0	0	0	0	0	0	0	0	0	0	0
Pension or retirement income from a former job	0	0	0	0	0	0	0	0	0	0	0	0
Child Support	0	0	0	0	0	0	0	0	0	0	0	0
Other source	0	0	0	0	0	0	0	0	0	0	0	0
No Sources	0	0	0	0	0	0	0	0	0	0	0	0
Unduplicated Total Adults	0	0	0		0	0	0		0	0	0	

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q20a: Type of Non-Cash Benefit Sources**

	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
Supplemental Nutritional Assistance Program	1	0	0
WIC	1	0	0
TANF Child Care Services	0	0	0
TANF Transportation Services	0	0	0
Other TANF-Funded Services	0	0	0
Other Source	0	0	0

**Q21: Health Insurance**

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	0	0	0
Medicare	0	0	0
State Children's Health Insurance Program	0	0	0
VA Medical Services	0	0	0
Employer Provided Health Insurance	0	0	0
Health Insurance Through COBRA	0	0	0
Private Pay Health Insurance	0	0	0
State Health Insurance for Adults	0	0	0
Indian Health Services Program	0	0	0
Other	0	0	0
No Health Insurance	1	0	0
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	0	0	0
Number of Stayers Not Yet Required to Have an Annual Assessment	0	1	0
1 Source of Health Insurance	0	0	0
More than 1 Source of Health Insurance	0	0	0

**Q22a2: Length of Participation – ESG Projects**

	Total	Leavers	Stayers
0 to 7 days	0	0	0
8 to 14 days	0	0	0
15 to 21 days	0	0	0
22 to 30 days	0	0	0
31 to 60 days	0	0	0
61 to 90 days	1	0	1
91 to 180 days	0	0	0
181 to 365 days	0	0	0
366 to 730 days (1-2 Yrs)	0	0	0
731 to 1,095 days (2-3 Yrs)	0	0	0
1,096 to 1,460 days (3-4 Yrs)	0	0	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0
More than 1,825 days (> 5 Yrs)	0	0	0
Data Not Collected	0	0	0
Total	1	0	1

**Q22c: Length of Time between Project Start Date and Housing Move-in Date**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	1	1	0	0	0
8 to 14 days	0	0	0	0	0
15 to 21 days	0	0	0	0	0
22 to 30 days	0	0	0	0	0
31 to 60 days	0	0	0	0	0
61 to 180 days	0	0	0	0	0
181 to 365 days	0	0	0	0	0
366 to 730 days (1-2 Yrs)	0	0	0	0	0
<b>Total (persons moved into housing)</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Average length of time to housing</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Persons who were exited without move-in	0	0	0	0	0
<b>Total persons</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q22d: Length of Participation by Household Type**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	0	0	0	0	0
8 to 14 days	0	0	0	0	0
15 to 21 days	0	0	0	0	0
22 to 30 days	0	0	0	0	0
31 to 60 days	0	0	0	0	0
61 to 90 days	1	1	0	0	0
91 to 180 days	0	0	0	0	0
181 to 365 days	0	0	0	0	0
366 to 730 days (1-2 Yrs)	0	0	0	0	0
731 to 1,095 days (2-3 Yrs)	0	0	0	0	0
1,096 to 1,460 days (3-4 Yrs)	0	0	0	0	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0	0	0
More than 1,825 days (> 5 Yrs)	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Q22e: Length of Time Prior to Housing - based on 3.917 Date Homelessness Started**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	0	0	0	0	0
8 to 14 days	0	0	0	0	0
15 to 21 days	0	0	0	0	0
22 to 30 days	0	0	0	0	0
31 to 60 days	0	0	0	0	0
61 to 180 days	1	1	0	0	0
181 to 365 days	0	0	0	0	0
366 to 730 days (1-2 Yrs)	0	0	0	0	0
731 days or more	0	0	0	0	0
<b>Total (persons moved into housing)</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
Not yet moved into housing	0	0	0	0	0
Data not collected	0	0	0	0	0
<b>Total persons</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Q23c: Exit Destination – All persons**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Permanent Destinations</b>					
Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Rental by client, no ongoing housing subsidy	0	0	0	0	0
Rental by client, with VASH housing subsidy	0	0	0	0	0
Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
Rental by client, with other ongoing housing subsidy	0	0	0	0	0
Permanent housing (other than RRH) for formerly homeless persons	0	0	0	0	0
Staying or living with family, permanent tenure	0	0	0	0	0
Staying or living with friends, permanent tenure	0	0	0	0	0
Rental by client, with RRH or equivalent subsidy	0	0	0	0	0
Rental by client, with HCV voucher (tenant or project based)	0	0	0	0	0
Rental by client in a public housing unit	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Temporary Destinations</b>					
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	0	0	0	0	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	0	0	0	0	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	0	0	0	0	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	0	0	0	0	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	0	0	0	0	0
Safe Haven	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	0	0	0	0	0
Host Home (non-crisis)	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Institutional Settings</b>					
Foster care home or group foster care home	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	0	0	0	0	0
Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
Jail, prison, or juvenile detention facility	0	0	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Other Destinations</b>					
Residential project or halfway house with no homeless criteria	0	0	0	0	0
Deceased	0	0	0	0	0
Other	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected (no exit interview completed)	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Total</b>	0	0	0	0	0
<b>~total persons exiting to positive housing destinations</b>	0	0	0	0	0

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total persons whose destinations excluded them from the calculation	0	0	0	0	0
Percentage	0	0	0	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q24: Homelessness Prevention Housing Assessment at Exit**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Able to maintain the housing they had at project start–Without a subsidy	0	0	0	0	0
Able to maintain the housing they had at project start–With the subsidy they had at project start	0	0	0	0	0
Able to maintain the housing they had at project start–With an on-going subsidy acquired since project start	0	0	0	0	0
Able to maintain the housing they had at project start–Only with financial assistance other than a subsidy	0	0	0	0	0
Moved to new housing unit–With on-going subsidy	0	0	0	0	0
Moved to new housing unit–Without an on-going subsidy	0	0	0	0	0
Moved in with family/friends on a temporary basis	0	0	0	0	0
Moved in with family/friends on a permanent basis	0	0	0	0	0
Moved to a transitional or temporary housing facility or program	0	0	0	0	0
Client became homeless – moving to a shelter or other place unfit for human habitation	0	0	0	0	0
Client went to jail/prison	0	0	0	0	0
Client died	0	0	0	0	0
Client doesn't know/Client refused	0	0	0	0	0
Data not collected (no exit interview completed)	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Q25a: Number of Veterans**

	Total	Without Children	With Children and Adults	Unknown Household Type
Chronically Homeless Veteran	0	0	0	0
Non-Chronically Homeless Veteran	0	0	0	0
Not a Veteran	1	1	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>

**Q26b: Number of Chronically Homeless Persons by Household**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Chronically Homeless	0	0	0	0	0
Not Chronically Homeless	1	1	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

## HUD ESG CAPER FY2023 - CSV upload only

Grant: ESG: Rockford - IL - Report Type: CAPER

### Q04a: Project Identifiers in HMIS

Organization Name	Organization ID	Project Name	Project ID	HMIS Project Type	Method for Tracking ES	Affiliated with a residential project	Project IDs of affiliations	CoC Number	Geocode	Victim Service Provider	HMIS Software Name	Report Start Date
Shelter Care Ministries	97	Shelter Care Ministries Family Emergency Shelter	119	1	0			IL-501	176000	0	WellSky Community Services	2022-01-01

### Q05a: Report Validations Table

Category	Count of Clients for DQ	Count of Clients
Total Number of Persons Served	24	24
Number of Adults (Age 18 or Over)	10	10
Number of Children (Under Age 18)	14	14
Number of Persons with Unknown Age	0	0
Number of Leavers	15	15
Number of Adult Leavers	6	6
Number of Adult and Head of Household Leavers	6	6
Number of Stayers	9	9
Number of Adult Stayers	4	4
Number of Veterans	0	0
Number of Chronically Homeless Persons	2	2
Number of Youth Under Age 25	0	0
Number of Parenting Youth Under Age 25 with Children	0	0
Number of Adult Heads of Household	8	8
Number of Child and Unknown-Age Heads of Household	0	0
Heads of Households and Adult Stayers in the Project 365 Days or More	0	0

**Q06a: Data Quality: Personally Identifying Information (PII)**

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	Total	% of Error Rate
Name	0	0	0	0	0%
Social Security Number	0	0	0	0	0%
Date of Birth	0	0	0	0	0%
Race	0	0	0	0	0%
Ethnicity	0	0	0	0	0%
Gender	0	0	0	0	0%
Overall Score				0	0%

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06b: Data Quality: Universal Data Elements**

Data Element	Error Count	% of Error Rate
Veteran Status	0	0%
Project Start Date	0	0%
Relationship to Head of Household	0	0%
Client Location	0	0%
Disabling Condition	0	0%

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06c: Data Quality: Income and Housing Data Quality**

Data Element	Error Count	% of Error Rate
Destination	0	0%
Income and Sources at Start	0	0%
Income and Sources at Annual Assessment	0	0
Income and Sources at Exit	1	16.67%

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06d: Data Quality: Chronic Homelessness**

Entering into project type	Count of Total Records	Missing Time in Institution	Missing Time in Housing	Approximate Date Started DK/R/missing	Number of Times DK/R/missing	Number of Months DK/R/missing	% of Records Unable to Calculate
ES, SH, Street Outreach	10	0	0	0	0	0	0
TH	0	0	0	0	0	0	0
PH (All)	0	0	0	0	0	0	0
Total	10	0	0	0	0	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q06e: Data Quality: Timeliness**

Time for Record Entry	Number of Project Start Records	Number of Project Exit Records
0 days	3	3
1-3 Days	9	0
4-6 Days	0	2
7-10 Days	0	0
11+ Days	0	10

**Q06f: Data Quality: Inactive Records: Street Outreach & Emergency Shelter**

Data Element	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in Street Outreach or ES - NBN)	0	0	0
Bed Night (All Clients in ES - NBN)	0	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q07a: Number of Persons Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Adults	10	0	10	0	0
Children	14	0	14	0	0
Client Doesn't Know/ Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	24	0	24	0	0
For PSH & RRH – the total persons served who moved into housing	0	0	0	0	0

**Q07b: Point-in-Time Count of Persons on the Last Wednesday**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	12	0	12	0	0
April	6	0	6	0	0
July	9	0	9	0	0
October	12	0	12	0	0

**Q08a: Households Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total Households	8	0	8	0	0
For PSH & RRH – the total households served who moved into housing	0	0	0	0	0

**Q08b: Point-in-Time Count of Households on the Last Wednesday**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	4	0	4	0	0
April	2	0	2	0	0
July	3	0	3	0	0
October	4	0	4	0	0

**Q09a: Number of Persons Contacted**

Number of Persons Contacted	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	0	0	0	0
2-5 Times	0	0	0	0
6-9 Times	0	0	0	0
10+ Times	0	0	0	0
Total Persons Contacted	0	0	0	0

**Q09b: Number of Persons Engaged**

Number of Persons Engaged	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	0	0	0	0
2-5 Contacts	0	0	0	0
6-9 Contacts	0	0	0	0
10+ Contacts	0	0	0	0
Total Persons Engaged	0	0	0	0
Rate of Engagement	0	0	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q10a: Gender of Adults**

	Total	Without Children	With Children and Adults	Unknown Household Type
Male	1	0	1	0
Female	9	0	9	0
No Single Gender	0	0	0	0
Questioning	0	0	0	0
Transgender	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Total	10	0	10	0

Trans Female (MTF or Male to Female) 

Trans Male (FTM or Female to Male) 

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with .

**Q10b: Gender of Children**

	Total	With Children and Adults	With Only Children	Unknown Household Type
Male	5	5	0	0
Female	9	9	0	0
No Single Gender	0	0	0	0
Questioning	0	0	0	0
Transgender	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Total	14	14	0	0

Trans Female (MTF or Male to Female) 

Trans Male (FTM or Female to Male) 

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with .

**Q10c: Gender of Persons Missing Age Information**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Male	0	0	0	0	0
Female	0	0	0	0	0
No Single Gender	0	0	0	0	0
Questioning	0	0	0	0	0
Transgender	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Trans Female (MTF or Male to Female) ↴

Trans Male (FTM or Female to Male) ↴

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with ↴.

**Q10d: Gender by Age Ranges**

	Total	Under Age 18	Age 18-24	Age 25-61	Age 62 and over	Client Doesn't Know/ Client Refused	Data Not Collected
Male	6	5	0	1	0	0	0
Female	18	9	2	7	0	0	0
No Single Gender	0	0	0	0	0	0	0
Questioning	0	0		0	0	0	0
Transgender	0	0	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0	0	0
Data Not Collected	0	0	0	0	0	0	0
<b>Total</b>	<b>24</b>	<b>14</b>	<b>2</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>

Trans Female (MTF or Male to Female) ↴

↴

Trans Male (FTM or Female to Male) ↴

❶ Effective 10/1/2021, this table contains a consolidated Transgender row which includes the sum of data from the previously separate Transgender rows, tagged with ↴.

**Q11: Age**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Under 5	5	0	5	0	0
5 - 12	3	0	3	0	0
13 - 17	6	0	6	0	0
18 - 24	2	0	2	0	0
25 - 34	3	0	3	0	0
35 - 44	3	0	3	0	0
45 - 54	2	0	2	0	0
55 - 61	0	0	0	0	0
62+	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>24</b>	<b>0</b>	<b>24</b>	<b>0</b>	<b>0</b>

**Q12a: Race**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
White	1	0	1	0	0
Black, African American, or African	21	0	21	0	0
Asian or Asian American	0	0	0	0	0
American Indian, Alaska Native, or Indigenous	0	0	0	0	0
Native Hawaiian or Pacific Islander	0	0	0	0	0
Multiple Races	2	0	2	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	24	0	24	0	0

**Q12b: Ethnicity**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Non-Hispanic/Non-Latin(a)(o)(x)	24	0	24	0	0
Hispanic/Latin(a)(o)(x)	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	24	0	24	0	0

**Q13a1: Physical and Mental Health Conditions at Start**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Disorder	5	0	4	1		0	0
Alcohol Use Disorder	0	0	0	0		0	0
Drug Use Disorder	0	0	0	0		0	0
Both Alcohol Use and Drug Use Disorders	0	0	0	0		0	0
Chronic Health Condition	2	0	1	1		0	0
HIV/AIDS	0	0	0	0		0	0
Developmental Disability	2	0	2	0		0	0
Physical Disability	1	0	1	0		0	0

⌚ The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q13b1: Physical and Mental Health Conditions at Exit**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Disorder	4	0	3	1		0	0
Alcohol Use Disorder	0	0	0	0		0	0
Drug Use Disorder	0	0	0	0		0	0
Both Alcohol Use and Drug Use Disorders	0	0	0	0		0	0
Chronic Health Condition	2	0	1	1		0	0
HIV/AIDS	0	0	0	0		0	0
Developmental Disability	2	0	2	0		0	0
Physical Disability	1	0	1	0		0	0

⌚ The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q13c1: Physical and Mental Health Conditions for Stayers**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults 	With Only Children	Unknown Household Type
Mental Health Disorder	1	0	1	0		0	0
Alcohol Use Disorder	0	0	0	0		0	0
Drug Use Disorder	0	0	0	0		0	0
Both Alcohol Use and Drug Use Disorders	0	0	0	0		0	0
Chronic Health Condition	0	0	0	0		0	0
HIV/AIDS	0	0	0	0		0	0
Developmental Disability	0	0	0	0		0	0
Physical Disability	0	0	0	0		0	0

 The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q14a: Domestic Violence History**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	4	0	4	0	0
No	6	0	6	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	10	0	10	0	0

**Q14b: Persons Fleeing Domestic Violence**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	1	0	1	0	0
No	3	0	3	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	4	0	4	0	0

**Q15: Living Situation**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Homeless Situations</b>					
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	6	0	6	0	0
Transitional housing for homeless persons (including homeless youth)	0	0	0	0	0
Place not meant for habitation	4	0	4	0	0
Safe Haven	0	0	0	0	0
Host Home (non-crisis)	0	0	0	0	0
Interim Housing <small>⌚</small>					
<b>Subtotal</b>	10	0	10	0	0
<b>Institutional Settings</b>					
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	0	0	0	0	0
Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
Jail, prison or juvenile detention facility	0	0	0	0	0
Foster care home or foster care group home	0	0	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
Residential project or halfway house with no homeless criteria	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Other Locations</b>					
Permanent housing (other than RRH) for formerly homeless persons	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Rental by client, with RRH or equivalent subsidy	0	0	0	0	0
Rental by client, with HCV voucher (tenant or project based)	0	0	0	0	0
Rental by client in a public housing unit	0	0	0	0	0
Rental by client, no ongoing housing subsidy	0	0	0	0	0
Rental by client, with VASH subsidy	0	0	0	0	0
Rental by client with GPD TIP subsidy	0	0	0	0	0
Rental by client, with other housing subsidy	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	0	0	0	0	0
Staying or living in a friend's room, apartment or house	0	0	0	0	0
Staying or living in a family member's room, apartment or house	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Total</b>	10	0	10	0	0

⌚ Interim housing is retired as of 10/1/2019.

**Q16: Cash Income - Ranges**

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
No income	3	0	2
\$1 - \$150	0	0	0
\$151 - \$250	0	0	0
\$251 - \$500	4	0	2
\$501 - \$1000	2	0	1
\$1,001 - \$1,500	1	0	1
\$1,501 - \$2,000	0	0	0
\$2,001+	0	0	0
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	0	0	0
Number of Adult Stayers Not Yet Required to Have an Annual Assessment	0	4	0
Number of Adult Stayers Without Required Annual Assessment	0	0	0
Total Adults	10	4	6

**Q17: Cash Income - Sources**

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
Earned Income	0	0	0
Unemployment Insurance	0	0	0
SSI	2	0	1
SSDI	0	0	0
VA Service-Connected Disability Compensation	0	0	0
VA Non-Service Connected Disability Pension	1	0	1
Private Disability Insurance	0	0	0
Worker's Compensation	0	0	0
TANF or Equivalent	3	0	1
General Assistance	0	0	0
Retirement (Social Security)	0	0	0
Pension from Former Job	0	0	0
Child Support	1	0	1
Alimony (Spousal Support)	0	0	0
Other Source	0	0	0
Adults with Income Information at Start and Annual Assessment/Exit	0	0	0

**Q19b: Disabling Conditions and Income for Adults at Exit**

	AO: Adult with Disabling Condition	AO: Adult without Disabling Condition	AO: Total Adults	AO: % with Disabling Condition by Source	AC: Adult with Disabling Condition	AC: Adult without Disabling Condition	AC: Total Adults	AC: % with Disabling Condition by Source	UK: Adult with Disabling Condition	UK: Adult without Disabling Condition	UK: Total Adults	UK: % with Disabling Condition by Source
Earned Income	0	0	0	0	0	0	0	0	0	0	0	0
Supplemental Security Income (SSI)	0	0	0	0	1	0	1	100.00%	0	0	0	0
Social Security Disability Insurance (SSDI)	0	0	0	0	0	0	0	0	0	0	0	0
VA Service- Connected Disability Compensation	0	0	0	0	0	0	0	0	0	0	0	0
Private Disability Insurance	0	0	0	0	0	0	0	0	0	0	0	0
Worker's Compensation	0	0	0	0	0	0	0	0	0	0	0	0
Temporary Assistance for Needy Families (TANF)	0	0	0	0	1	0	1	100.00%	0	0	0	0
Retirement Income from Social Security	0	0	0	0	0	0	0	0	0	0	0	0
Pension or retirement income from a former job	0	0	0	0	0	0	0	0	0	0	0	0
Child Support	0	0	0	0	0	1	1	0%	0	0	0	0
Other source	0	0	0	0	0	1	1	0%	0	0	0	0
No Sources	0	0	0	0	2	0	2	100.00%	0	0	0	0
Unduplicated Total Adults	0	0	0		4	2	6		0	0	0	

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q20a: Type of Non-Cash Benefit Sources**

	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
Supplemental Nutritional Assistance Program	10	0	6
WIC	0	0	0
TANF Child Care Services	0	0	0
TANF Transportation Services	0	0	0
Other TANF-Funded Services	0	0	0
Other Source	0	0	0

**Q21: Health Insurance**

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	24	0	15
Medicare	0	0	0
State Children's Health Insurance Program	0	0	0
VA Medical Services	0	0	0
Employer Provided Health Insurance	0	0	0
Health Insurance Through COBRA	0	0	0
Private Pay Health Insurance	0	0	0
State Health Insurance for Adults	0	0	0
Indian Health Services Program	0	0	0
Other	0	0	0
No Health Insurance	0	0	0
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	0	0	0
Number of Stayers Not Yet Required to Have an Annual Assessment	0	9	0
1 Source of Health Insurance	24	0	15
More than 1 Source of Health Insurance	0	0	0

**Q22a2: Length of Participation – ESG Projects**

	Total	Leavers	Stayers
0 to 7 days	0	0	0
8 to 14 days	0	0	0
15 to 21 days	0	0	0
22 to 30 days	3	3	0
31 to 60 days	0	0	0
61 to 90 days	0	0	0
91 to 180 days	5	2	3
181 to 365 days	16	10	6
366 to 730 days (1-2 Yrs)	0	0	0
731 to 1,095 days (2-3 Yrs)	0	0	0
1,096 to 1,460 days (3-4 Yrs)	0	0	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0
More than 1,825 days (> 5 Yrs)	0	0	0
Data Not Collected	0	0	0
<b>Total</b>	<b>24</b>	<b>15</b>	<b>9</b>

**Q22c: Length of Time between Project Start Date and Housing Move-in Date**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	0	0	0	0	0
8 to 14 days	0	0	0	0	0
15 to 21 days	0	0	0	0	0
22 to 30 days	0	0	0	0	0
31 to 60 days	0	0	0	0	0
61 to 180 days	0	0	0	0	0
181 to 365 days	0	0	0	0	0
366 to 730 days (1-2 Yrs)	0	0	0	0	0
<b>Total (persons moved into housing)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Average length of time to housing</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Persons who were exited without move-in	0	0	0	0	0
<b>Total persons</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q22d: Length of Participation by Household Type**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	0	0	0	0	0
8 to 14 days	0	0	0	0	0
15 to 21 days	0	0	0	0	0
22 to 30 days	3	0	3	0	0
31 to 60 days	0	0	0	0	0
61 to 90 days	0	0	0	0	0
91 to 180 days	5	0	5	0	0
181 to 365 days	16	0	16	0	0
366 to 730 days (1-2 Yrs)	0	0	0	0	0
731 to 1,095 days (2-3 Yrs)	0	0	0	0	0
1,096 to 1,460 days (3-4 Yrs)	0	0	0	0	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0	0	0
More than 1,825 days (> 5 Yrs)	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>24</b>	<b>0</b>	<b>24</b>	<b>0</b>	<b>0</b>

**Q22e: Length of Time Prior to Housing - based on 3.917 Date Homelessness Started**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	0	0	0	0	0
8 to 14 days	4	0	4	0	0
15 to 21 days	0	0	0	0	0
22 to 30 days	3	0	3	0	0
31 to 60 days	7	0	7	0	0
61 to 180 days	10	0	10	0	0
181 to 365 days	0	0	0	0	0
366 to 730 days (1-2 Yrs)	0	0	0	0	0
731 days or more	0	0	0	0	0
<b>Total (persons moved into housing)</b>	<b>24</b>	<b>0</b>	<b>24</b>	<b>0</b>	<b>0</b>
Not yet moved into housing	0	0	0	0	0
Data not collected	0	0	0	0	0
<b>Total persons</b>	<b>24</b>	<b>0</b>	<b>24</b>	<b>0</b>	<b>0</b>

**Q23c: Exit Destination – All persons**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Permanent Destinations</b>					
Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Rental by client, no ongoing housing subsidy	0	0	0	0	0
Rental by client, with VASH housing subsidy	0	0	0	0	0
Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
Rental by client, with other ongoing housing subsidy	0	0	0	0	0
Permanent housing (other than RRH) for formerly homeless persons	7	0	7	0	0
Staying or living with family, permanent tenure	0	0	0	0	0
Staying or living with friends, permanent tenure	0	0	0	0	0
Rental by client, with RRH or equivalent subsidy	3	0	3	0	0
Rental by client, with HCV voucher (tenant or project based)	5	0	5	0	0
Rental by client in a public housing unit	0	0	0	0	0
<b>Subtotal</b>	15	0	15	0	0
<b>Temporary Destinations</b>					
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	0	0	0	0	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	0	0	0	0	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	0	0	0	0	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	0	0	0	0	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	0	0	0	0	0
Safe Haven	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	0	0	0	0	0
Host Home (non-crisis)	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Institutional Settings</b>					
Foster care home or group foster care home	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	0	0	0	0	0
Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
Jail, prison, or juvenile detention facility	0	0	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Other Destinations</b>					
Residential project or halfway house with no homeless criteria	0	0	0	0	0
Deceased	0	0	0	0	0
Other	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected (no exit interview completed)	0	0	0	0	0
<b>Subtotal</b>	0	0	0	0	0
<b>Total</b>	15	0	15	0	0
<b>Total persons exiting to positive housing destinations</b>	15	0	15	0	0

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total persons whose destinations excluded them from the calculation	0	0	0	0	0
Percentage	100.00%	0	100.00%	0	0

Numbers in *green italics* have been recalculated or weighted based on available totals.

**Q24: Homelessness Prevention Housing Assessment at Exit**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Able to maintain the housing they had at project start–Without a subsidy	0	0	0	0	0
Able to maintain the housing they had at project start–With the subsidy they had at project start	0	0	0	0	0
Able to maintain the housing they had at project start–With an on-going subsidy acquired since project start	0	0	0	0	0
Able to maintain the housing they had at project start–Only with financial assistance other than a subsidy	0	0	0	0	0
Moved to new housing unit–With on-going subsidy	0	0	0	0	0
Moved to new housing unit–Without an on-going subsidy	0	0	0	0	0
Moved in with family/friends on a temporary basis	0	0	0	0	0
Moved in with family/friends on a permanent basis	0	0	0	0	0
Moved to a transitional or temporary housing facility or program	0	0	0	0	0
Client became homeless – moving to a shelter or other place unfit for human habitation	0	0	0	0	0
Client went to jail/prison	0	0	0	0	0
Client died	0	0	0	0	0
Client doesn't know/Client refused	0	0	0	0	0
Data not collected (no exit interview completed)	0	0	0	0	0
Total	0	0	0	0	0

**Q25a: Number of Veterans**

	Total	Without Children	With Children and Adults	Unknown Household Type
Chronically Homeless Veteran	0	0	0	0
Non-Chronically Homeless Veteran	0	0	0	0
Not a Veteran	10	0	10	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Total	10	0	10	0

**Q26b: Number of Chronically Homeless Persons by Household**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Chronically Homeless	2	0	2	0	0
Not Chronically Homeless	22	0	22	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	24	0	24	0	0

# **City of Rockford**

# **Citizen Participation**

# LOCALiQ

JournalStar | Journal-Standard  
Rockford Register Star

PO Box 631200 Cincinnati, OH 45263-1200

## PROOF OF PUBLICATION

City Of Rockford  
Community Development  
City Of Rockford  
425 E State ST  
Rockford IL 61104-1014

### STATE OF ILLINOIS, COUNTY OF WINNEBAGO

The Rockford Register Star, a secular newspaper, has been continuously published daily for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the City of Rockford, County of Winnebago, Township of Rockford, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

That the attached or annexed was published in the issue dated:

03/09/2023

and that the fees charged are legal.

Sworn to and subscribed before on 03/09/2023

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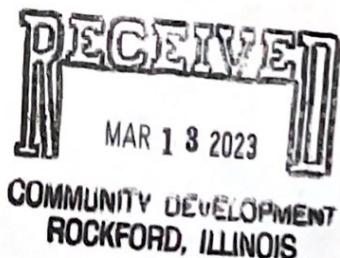
PUBLIC NOTICE  
NOTICE OF  
AVAILABILITY  
OF THE 2022  
CONSOLIDATED  
ANNUAL PERFORMANCE  
AND EVALUATION  
REPORT (CAPER)  
CITY OF ROCKFORD,  
ILLINOIS

To all Rockford residents, local and regional public agencies, business, developers, community and faith based organizations, and other interested parties: Notice is hereby given as required by the Housing and Community Development Act of 1974, as amended (P.L. 93-383), that the City of Rockford is making its 2022 Consolidated Annual Performance and Evaluation Report (CAPER) available for public review and comment.

The CAPER will be made available for public review and comment beginning March 10, 2023 and ending March 24, 2023 at the following locations: the City of Rockford website [www.rockfordil.gov](http://www.rockfordil.gov), the City's Dept. of Community & Economic Development, 425 E. State St., the City's Dept. of Health & Human Services, 612 N. Church St., the Rockford Public Library, 214 N. Church St., East Branch, 6685 E. State St.; Montague Branch, 1238 S. Winnebago St.; and the Rockford Housing Authority, 223 S. Winnebago St.

All interested Rockford residents, local and regional public agencies, business, developers, community and faith based organizations, and other interested parties wishing to have their comments considered by the City of Rockford are invited to comment by 5 p.m. March 24, 2023.

Written comments may be addressed to Sarah Brinkmann, Housing & Program Manager, 425 E. State St., Rockford, IL 61104 or emailed to [Sarah.Brinkmann@rockfordil.gov](mailto:Sarah.Brinkmann@rockfordil.gov), or dropped off at the Dept. of Community & Economic Development located on the 2nd Floor of City Hall (425 E State St). Office Hours 8 a.m. to 5 p.m. Monday through Friday. March 9, 2023





**CITIZEN PARTICIPATION PLAN**  
**CITY OF ROCKFORD**  
**COMMUNITY PLANNING AND DEVELOPMENT PROGRAMS**

Effective January 1, 2023

## **Overview**

The City of Rockford (City) is an entitlement community under the U.S. Department of Housing and Urban Development (HUD) Community Planning and Development (CPD) Programs. The CPD Programs awarded to the City are Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grants (ESG).

The administration of all CPD Programs is a function of the Community and Economic Development Department (CEDD), granted through a policy directive from the City of Rockford City Council. Even though the elected City officials have unrestricted responsibility and authority for these CPD Programs, the City recognizes Rockford citizen involvement in the decision making process is of greater benefit to all parties in the development and implementation of each program's goals and objectives.

In order to provide Rockford citizens with opportunities to participate in an advisory role in planning, implementing, and assessing the CPD Programs, the City will provide adequate information to the citizens of Rockford, hold public hearings to obtain views, and provide an opportunity to comment on the City's performance. The Citizen Participation Plan was developed as a mechanism to address those concerns.

## **Purpose**

The purpose of the Citizen Participation Plan (Plan) is to identify the process, procedures, and policies to be followed by the City regarding the involvement of the citizens of Rockford in its CPD Programs. While the Plan is designed to meet the federal regulations associated with each, it has been expanded beyond those requirements to further enhance the participation of the citizens of Rockford. Nothing in the Plan, however, shall be construed to restrict the responsibility and authority of the City officials for the development of the application and the execution of its CPD Programs.

This plan outlines the means by which Rockford citizens can actively participate in the CPD planning process, which includes, but is not limited to, the development of the plans, substantial amendments to the plans, and any performance reports. In all instances, citizen participation will be conducted in an open manner, with freedom of access for all interested persons. Citizens of Rockford will be provided adequate and timely information that enables them to be meaningfully involved in the planning process.

## **Participation**

All residents, particularly low-income residents who are the primary clients for the CPD Programs, public housing, and tenant-based assistance, and all protected classes are encouraged to submit comments, views, and proposals regarding the City's CPD Programs. Protected classes, according to the federal Fair Housing Act, along with the Civil Rights Act of 1968 are as follows: race, color, national origin, religion, sex (including gender and sexual orientation), disability, and familial status. Familial status refers to households with children, households

seeking custody of children, or women who are pregnant. Additional protected classes according to Illinois fair housing law include ancestry, age (40 and older), military status or unfavorable discharge from military service, marital status, order of protection status, and source of income.

The City also encourages local and regional public agencies, business, developers, community and faith based organizations, and other interested parties to participate.

All comments resulting from a publication and/or the public hearing(s) will be considered by the City prior to final submission of any plan or report. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the plan and any amendments.

CEDD is required to provide for technical assistance to groups representative of low- and moderate-income residents that request such assistance in developing proposals for funding assistance under any of the programs covered by the consolidated plan.

CEDD staff is available for questions and comments regarding CPD documents and may be reached by telephone at 779-348-7162 or in person at City of Rockford City Hall, 425 E State St, 2nd Floor - Community & Economic Development Department.

## **Access to Information**

Residents, public agencies, and other interested parties, including those most affected, will have the opportunity to receive information, review, and submit comments on any proposed submission concerning the CPD programs. This includes, but is not limited to the following:

- Budget; i.e., expected funding amounts, including program income, and activities to be undertaken;
- The estimated amount of funding that will benefit persons of low and moderate-income;
- The City must follow the Uniform Relocation Act of 1970, and therefore, intends to minimize displacement of persons and to assist any persons displaced when developing and carrying out budgets and plans. The City will specify the types and levels of assistance that will be available (or require others to make available) to persons displaced;
- At the time or, as soon as feasible, after the start of the public participation process, the City will make available the HUD-provided data and any other supplemental information that the City plans to incorporate into the consolidated plan. This data may be made available by cross-referencing to the data on HUD's website; and
- When and how the City will make the information above available.

The City intends to ensure all adopted documents are accessible to all. Therefore, they will be available via the City's website at [www.Rockfordil.gov](http://www.Rockfordil.gov) and at public places such as the library and other governmental offices. Upon request, the CEDD will make reasonable accommodations for residents unable to view via website, this includes, but is not limited to providing a reasonable number of free copies of the plan to residents and groups that request it.

CEDD shall maintain records to demonstrate compliance with the Citizen Participation Plan. The City will provide reasonable and timely access to information and records relating to the plan, amendments and reports. Availability of these records and information shall be consistent with applicable State and local laws regarding personal privacy and obligations of confidentiality.

## **Amendments**

### Standard Amendment:

The City shall amend its approved plan as specified in CDBG regulations [Title 24 of the Code of Federal Regulations, Part 91.505(a)]. Therefore, amendments will be made whenever the City makes one of the following decisions:

1. A change in its allocation priorities or a change in the method of distribution of funds;
2. To carry out an activity, using funds from any program covered by the applicable 5-year consolidated plan (including program income, reimbursements, repayment, recaptures, or reallocations from HUD), which is not previously described in the action plan; or
3. A change in the purpose, scope, location, or beneficiaries of an activity.

The amendments listed above are considered “standard” and do not require in-depth citizen participation.

### Substantial Amendment:

A “Substantial Amendment” is one that requires Citizen Participation as defined herein. Criteria for substantial amendments are as follows:

1. Proposed Projects\* differ from the specific Projects that were originally identified in the action plan or 5-year consolidated plan.
2. Any individual increases or decreases in grant dollars that equal thirty (30) percent or more of that program year’s grant allocation, and as amended (i.e., the Annual Action Plan).

\*Projects as defined in the City’s Annual Action Plan and/or 5-year consolidated plan.

### Amendments using National Objective of Urgent Need:

It may be necessary to amend the consolidated plan in the event of an emergency such as a natural disaster. These amendments may include funding new activities and/or the reprogramming of funds including canceling activities to meet community development needs that have a particular urgency. A substantial amendment does not include amendments to meet this National Objective of Urgent Need. Therefore, the CEDD may utilize CDBG or HOME funds to meet an urgent need without the normal public comment period, which is otherwise required for substantial amendments.

To comply with the national objective of meeting community development needs having a particular urgency, an activity will alleviate existing conditions that the City of Rockford certifies:

- Pose a serious and immediate threat to the health and welfare of the community
- Are of recent origin or recently became urgent
- The City is unable to finance the activity on its own
- Other resources of funding are not available to carry out the activity

A condition will generally be considered to be of recent origin if it is developed or became critical within 18 months preceding the City's certification.

Amendments under Public Health Recommendations or Major Disaster Declaration:

See Abbreviated Plan below.

## **Publishing & Notices**

A notice of availability of the proposed document for public review and comment will be published in one or more newspapers of general circulation prior to the submittal to HUD. This notice will provide the following:

- A short summary of the document that describes the content and purpose of the document;
- Details of the comment period (30 calendar days for plans and substantial amendments, 15 calendar days for performance reports);
- List of locations of where copies of the entire proposed plan or report may be examined; and

City staff will publish in one or more newspapers of general circulation, a notice of public hearing. Publication will take place, at a minimum, two (2) weeks in advance of the hearing.

City staff may publish any of the public notices described above as one or more notices.

In addition, the City will provide electronic and written marketing communications in advance of a Public Hearing.

Publishing & Notices under Public Health Recommendations or Major Disaster Declaration:

See Abbreviated Plan below.

## **Public Hearings**

A minimum of two public hearings will be held throughout the program year. The hearings will be conducted at a minimum of two different stages of the year. Together, they will address housing and community development needs, development of proposed activities, proposed strategies and actions for affirmatively furthering fair housing, review of program performance, and announce if the City plans to access pre-award costs as allowed by the Uniform Administrative Requirements, Cost Principles and Audit Requirements regulation, at 2 CFR Part 200. At least one of the hearings will be held before the proposed plan or amendment is published for comment.

CEDD will try to hold public hearings at times and locations convenient to residents who may benefit or already benefit from the CPD programs. Locations will be accessible for residents with disabilities. In addition, CEDD intends to comply with the intent and spirit of the Americans with Disabilities Act. If a sign language interpreter, personal P.A. system or other special accommodations are needed, CEDD, will be prepared to assist if notified 48 hours in advance. Additionally, CEDD will provide interpreters when it is evident that a significant number of non-English speaking persons will be present.

Although not required, a third public hearing may be conducted to receive feedback regarding performance reports and/or special projects.

### Public Hearings under Public Health Recommendations or Major Disaster Declaration:

See Abbreviated Plan below.

### **Abbreviated Plan due to Public Health Recommendations or Major Disaster Declaration**

An abbreviated plan may be utilized under the following circumstances:

1. National or local health authorities (or other local, state or federal agencies) recommend social distancing and limiting public gatherings for public health reasons OR
2. The above-mentioned authorities or agencies make a major disaster declaration for an area which includes the City of Rockford.

The City may implement all or any portion of this abbreviated plan, which includes the following:

1. Marketing communications: The City will provide marketing communications, as available, at least 3

days in advance of a Public Hearing.

2. Public Comment Period: The public comment period will be a minimum of 5 days, if so approved by HUD.
3. Virtual Public Hearings: The City reserves the right to conduct virtual recorded public hearings, as appropriate, to ensure the health and safety of community residents. This includes, but is not limited to, adherence to any mitigation measures as required by public health officials and local, state or federal agencies. All efforts will be made to provide timely response to citizen questions and provide public access to questions and responses.

## **Community Planning and Development Program Complaint Process**

**Step 1:** Citizens may submit written complaints to the following:

**Neighborhood & Housing Programs**

Sarah Brinkmann – Housing & Program Manager  
[Sarah.Brinkmann@rockfordil.gov](mailto:Sarah.Brinkmann@rockfordil.gov)  
779-348-7162

**Economic Development Programs**

Karl Franzen – Director of the Community & Economic Development Dept.  
[karl.franzen@rockfordil.gov](mailto:karl.franzen@rockfordil.gov)  
779-348-7162

**ESG & Homeless Programs**

Angie Walker, Homeless Program Coordinator  
[angie.walker@rockfordil.gov](mailto:angie.walker@rockfordil.gov)  
779-348-7567

**Step 2:** Each person indicated above will make every effort to provide a written response within 15 business days of receipt of a written complaint.

**Step 3:** Should the Citizen request additional review, contact the following:

Karl Franzen – Director of the Community & Economic Development Dept.  
[karl.franzen@rockfordil.gov](mailto:karl.franzen@rockfordil.gov)  
779-348-7162

Anqunette Parham, Executive Director, Health & Human Services Dept.

[Angunette.Parham@rockfordil.gov](mailto:Angunette.Parham@rockfordil.gov)

779-348-7170

**Step 4:** A record of each complaint received by the City will be maintained. Included within the record will be:

- 1) Name of person or persons alleging grievance.
- 2) Date of receipt.
- 3) Nature of the grievance.
- 4) Action taken by the Department.
- 5) Action taken by the local governing body.
- 6) Final disposition of the complaint.

**City of Rockford**

**2022 CAPER**

**Reports**

**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	4,515,625.94
02 ENTITLEMENT GRANT	2,166,237.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	84,065.82
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	242,876.96
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	1,804.80
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)	7,010,610.52

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	2,358,419.69
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	2,358,419.69
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	139,461.57
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)	2,497,881.26
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	4,512,729.26

**PART III: LOWMOD BENEFIT THIS REPORTING PERIOD**

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	35,475.31
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	1,050,000.00
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	831,972.05
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	1,917,447.36
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	81.30%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2020
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	PY: 2021
25 CUMULATIVE EXPENDITURES BENEFITTING LOW/MOD PERSONS	7,575,122.14
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	6,073,842.49
	80.18%

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
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)	0.00
32 ENTITLEMENT GRANT	2,166,237.00
33 PRIOR YEAR PROGRAM INCOME	267,127.23
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	2,433,364.23
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.00%

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

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	139,461.57
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	773,867.71
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	545,686.28
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	367,643.00
42 ENTITLEMENT GRANT	2,166,237.00
43 CURRENT YEAR PROGRAM INCOME	326,942.78
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	2,493,179.78
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	14.75%



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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Target Area Type	Drawn Amount
2020	6	3535	6655671	707 Illinois Ave	14A	LMH	Strategy area	\$3,522.50
2020	6	3535	6668766	707 Illinois Ave	14A	LMH	Strategy area	\$35.00
2020	6	3535	6697094	707 Illinois Ave	14A	LMH	Strategy area	\$31,702.50
2020	6	3535	6720662	707 Illinois Ave	14A	LMH	Strategy area	\$215.31
<b>Total</b>					<b>14A</b>	<b>Matrix Code</b>		<b>\$35,475.31</b>
								<b>\$35,475.31</b>

**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
2021	27	3546	6697094	9th St Infrastructure Project	03K	LMA	\$541,672.99
2021	27	3546	6720662	9th St Infrastructure Project	03K	LMA	\$458,327.01
					<b>03K</b>	<b>Matrix Code</b>	<b>\$1,000,000.00</b>
2018	13	3534	6668766	Rkfd Collective	18A	LMJ	\$25,000.00
2021	20	3525	6622722	Little Nick's BBQ	18A	LMJ	\$25,000.00
<b>Total</b>					<b>18A</b>	<b>Matrix Code</b>	<b>\$50,000.00</b>
							<b>\$1,050,000.00</b>

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

Report returned no data.

**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
1994	2	2	6589981	CDBG COMMITTED FUNDS ADJUSTMENT	21A		\$1,804.80
1994	2	2	6590701	CDBG COMMITTED FUNDS ADJUSTMENT	21A		(\$1,804.80)
1994	2	2	6591729	CDBG COMMITTED FUNDS ADJUSTMENT	21A		\$1,804.80
1994	2	2	6601549	CDBG COMMITTED FUNDS ADJUSTMENT	21A		(\$1,804.80)
2020	3	3301	6618519	CDBG Administration	21A		\$355.57
2020	3	3301	6618520	CDBG Administration	21A		\$1,624.43
2020	3	3301	6622722	CDBG Administration	21A		\$32,747.86
2020	3	3301	6635186	CDBG Administration	21A		\$218.61
2020	3	3301	6635190	CDBG Administration	21A		\$10,220.42
2020	3	3301	6649730	CDBG Administration	21A		\$11,254.75
2020	3	3301	6655669	CDBG Administration	21A		\$355.57
2020	3	3301	6655671	CDBG Administration	21A		\$12,369.82
2020	3	3301	6668766	CDBG Administration	21A		\$12,574.73
2020	3	3301	6680039	CDBG Administration	21A		\$793.31
2020	3	3301	6680238	CDBG Administration	21A		\$5,448.35
2020	3	3301	6688606	CDBG Administration	21A		\$6,950.51
2020	3	3301	6697094	CDBG Administration	21A		\$11,370.28
2021	14	3497	6720662	CDBG Administration	21A		\$28,471.10
2021	14	3497	6731904	CDBG Administration	21A		\$4,706.26
<b>Total</b>					<b>21A</b>	<b>Matrix Code</b>	<b>\$139,461.57</b>
							<b>\$139,461.57</b>

**PART I: SUMMARY OF CDBG-CV RESOURCES**

01 CDBG-CV GRANT	2,279,029.00
02 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
04 TOTAL AVAILABLE (SUM, LINES 01-03)	2,279,029.00

**PART II: SUMMARY OF CDBG-CV EXPENDITURES**

05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,571,700.00
06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	273,879.60
07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
08 TOTAL EXPENDITURES (SUM, LINES 05 - 07)	1,845,579.60
09 UNEXPENDED BALANCE (LINE 04 - LINE8 )	433,449.40

**PART III: LOWMOD BENEFIT FOR THE CDBG-CV GRANT**

10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	1,571,700.00
13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12)	1,571,700.00
14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05)	1,571,700.00
15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14)	100.00%

**PART IV: PUBLIC SERVICE (PS) CALCULATIONS**

16 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
17 CDBG-CV GRANT	2,279,029.00
18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17)	0.00%

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

19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	273,879.60
20 CDBG-CV GRANT	2,279,029.00
21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20)	12.02%

## PR26 - Activity Summary by Selected Grant

Date Generated: 03/09/2023

Grantee: ROCKFORD

Grant Year: 2022

Formula and Competitive Grants only

Total Grant Amount for CDBG 2022 Grant year = \$2,166,237.00														
State	Grantee Name	Grant Year	Grant Number	Activity Group	Matrix Code	National Objective	IDIS Activity	Activity to prevent, prepare for, and respond to Coronavirus	Activity Status	Amount Funded From Selected Grant	Amount Drawn From Selected Grant	% of CDBG Drawn From Selected Grant/Grant	Total CDBG Funded Amount (All Years All Sources)	Total CDBG Drawn Amount (All Years All Sources)
IL	ROCKFORD	2022	B22MC170020	Administrative And Planning	21A		3556	No	Open	\$367,643.00	\$0.00		\$367,643.00	
				Total Administrative And Planning						\$367,643.00	\$0.00	0.00%	\$367,643.00	\$0.00
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3540	No	Completed	\$781.81	\$781.81		\$25,206.81	\$25,206.81
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3542	No	Completed	\$35.00	\$35.00		\$15,005.00	\$15,005.00
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3543	No	Completed	\$30.74	\$30.74		\$23,250.74	\$23,250.74
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3545	No	Open	\$4,355.00	\$0.00		\$24,958.00	\$19,609.80
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3551	No	Completed	\$0.00	\$0.00		\$23,690.59	\$23,690.59
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3552	No	Completed	\$0.00	\$0.00		\$24,640.59	\$24,640.59
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3553	No	Completed	\$3,558.27	\$3,558.27		\$20,103.27	\$20,103.27
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3558	No	Completed	\$9,058.61	\$9,058.61		\$22,345.00	\$22,345.00
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3559	No	Open	\$17,560.00	\$180.00		\$17,560.00	\$180.00
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3560	No	Open	\$24,355.00	\$2,695.00		\$24,355.00	\$2,695.00
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3561	No	Open	\$25,355.00	\$295.00		\$25,355.00	\$295.00
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3562	No	Open	\$25,355.00	\$1,464.00		\$25,355.00	\$1,464.00
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3563	No	Open	\$25,355.00	\$2,519.00		\$25,355.00	\$2,519.00
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3565	No	Open	\$18,255.00	\$1,790.00		\$18,255.00	\$1,790.00
IL	ROCKFORD	2022	B22MC170020	Housing	14A	LMH	3567	No	Open	\$35,270.00	\$35.00		\$35,270.00	\$35.00
IL	ROCKFORD	2022	B22MC170020	Housing	14H	LMH	3575	No	Open	\$214,509.00	\$0.00		\$214,509.00	
IL	ROCKFORD	2022	B22MC170020	Housing	14J	LMH	3574	No	Open	\$214,509.00	\$0.00		\$214,509.00	
				Total Housing						\$618,342.43	\$22,442.43	1.04%	\$779,723.00	\$182,829.80
IL	ROCKFORD	2022	B22MC170020	Public Improvements	03K	LMA	3546	No	Completed	\$250,000.00	\$250,000.00		\$1,000,000.00	\$1,000,000.00
				Total Public Improvements						\$250,000.00	\$250,000.00	11.54%	\$1,000,000.00	\$1,000,000.00
				Total 2022 - CDBG						\$1,235,985.43	\$272,442.43	12.58%	\$2,147,366.00	\$1,182,829.80

Total 2022	\$1,235,985.43	\$272,442.43	12.58%	\$2,147,366.00	\$1,182,829.80
Grand Total	\$1,235,985.43	\$272,442.43	12.58%	\$2,147,366.00	\$1,182,829.80



OFFICE OF  
COMMUNITY PLANNING & DEVELOPMENT

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

Chicago Field Office  
77 W. Jackson Blvd.  
Chicago, Illinois 60604-3507

September 29, 2023

Mr. Karl Frazen  
Director  
Community and Economic Development  
City of Rockford  
425 E. State Street  
Rockford, IL, 61104

**SUBJECT:** Program Year-End Review Letter  
Program Year 2022  
City of Rockford, IL

Dear Mr. Frazen:

The provisions of the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, require the annual submission of performance reports by grant recipients receiving Federal assistance through programs covered under these Acts. Additionally, these Acts require that a determination be made by the Secretary, that the grant recipient is in compliance with the aforementioned statutes and has the continuing capacity to administer the programs for which assistance is received.

The Department is charged with making a comprehensive performance review of the City of Rockford's overall progress, at least annually, as required by the statutes and 24 CFR 91.525 of the regulations. The review consists of analyzing the grantee's consolidated planning process, reviewing management of funds, determining progress made in carrying out policies and programs, determining the compliance of funded activities with statutory and regulatory requirements, determining the accuracy of required performance reports, and evaluating accomplishments in meeting key Departmental objectives.

This letter incorporates the Chicago Regional Office of Community Planning and Development's (CPD) review of the City of Rockford's 2022 Consolidated Annual Performance and Evaluation Report (CAPER). The City of Rockford reported in their CAPER on activities undertaken with their Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grants (ESG) funds.

This letter contains an evaluation of the City of Rockford's performance and as applicable, addresses concerns or revisions required to reporting documents. HUD requests that you provide us with the information outlined in Appendix B – CAPER Reporting Issues and Requested Revisions no later than 45 days from the date of this letter for your community.

HUD has determined that the City of Rockford has the continuing capacity to administer Consolidated Plan-covered programs.

For questions related to City of Rockford's evaluation, please contact Christine Meissner, Senior Community Planning and Development Representative, at [christine.i.meissner@hud.gov](mailto:christine.i.meissner@hud.gov).

Sincerely,

Donald Kathan  
Director

Cc: Ms. Anqunette Parham, Director; Health and Human Services

Enclosures: Appendix A - Annual Community Assessment of Performance  
Appendix B - Reporting Issues and Requested Revisions

**Annual Community Assessment of Performance**  
**APPENDIX A**  
**Program Year 2022**

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An analysis and assessment of your community progress is completed herein utilizing the reports and narrative information is provided in your submitted Consolidated Annual Performance and Evaluation Report (CAPER) document, and supplemental reports from the Integrated Disbursement Information System (IDIS), or the HUD Exchange online resource. Analysis of grantee performance was also conducted in accordance with the requirements of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Public Law (P.L.) 116-136 (2020), including supplemental grants CDBG-CV and ESG-CV, and Section 3205 of the American Rescue Plan Act Public Law (P.L.) 117-2 (2021) for HOME Investment Partnerships Program (HOME-ARP). Any reporting issues or necessary revisions that are identified are detailed further in Appendix B.

**Part I: Summary of Planning and Reporting Documents**

**2020 to 2024 Consolidated Plan and 2022 Annual Action Plan**

The City of Rockford's 2022 Program Year (PY) is the third year of its 2020-2024 Consolidated Plan. Narrative information in the CAPER discusses progress of five-year goals and objectives and specific 2022 activities.

The City of Rockford's Annual Action Plans set forth specific projects for funding that were overall consistent with the goals and priorities of the five-year Strategic Plan (Consolidated Plan). The City of Rockford is currently meeting or exceeding goals and objectives in the following categories:

**Goal Category: Affordable Housing**

<b>Goal Identifier</b>	<b>Indicator</b>	<b>Consolidated Plan Percentage Met</b>	<b>Action Plan Percentage Met</b>
HS-2 Housing Rehabilitation	Homeowner housing rehab	61.60%	46%
HS-5 Project Delivery	Homeowner housing rehab	85%	0%

**Goal Category: Non-housing Community Development**

<b>Goal Identifier</b>	<b>Indicator</b>	<b>Consolidated Plan Percentage Met</b>	<b>Action Plan Percentage Met</b>
CDS-2 Infrastructure	Other	33.33%	100%
CDS-6 Clearance/Demo	Buildings demolished	65.14%	40%
EDS-2 Development	Businesses assisted	88.46%	0%

## Goal Category: Homeless

Goal Identifier	Indicator	Consolidated Plan Percentage Met	Action Plan Percentage Met
HMS-1 Housing	Other	80%	200%
HMS-2 Operation/Support	Other	70%	150%
HMS-3 Prevention and Re-Housing	Other	40%	0%

HUD applauds your community's efforts in meeting and exceeding these planned goals to benefit your citizens and those in need. Please reference the CAPER enclosure Appendix B for specific comments related to progress of goals and objectives that are underperforming as applicable.

## **Part II: Program Performance and Overall Evaluation**

### **Consolidated Annual Performance and Evaluation Report (CAPER)**

The Consolidated Annual Performance and Evaluation Report (CAPER) has been used as one of the primary sources of information for the Assessment. The CAPER was due April 1, 2023, and it was submitted on March 31, 2023. Please reference Appendix B to review discussion relative to specific CAPER narrative and data requirements.

### **Management of Funds**

In PY 2022, the following grant funding and program income (PI) was available:

CDBG	CDBG PI	HOME	HOME PI	ESG
\$2,166,237	\$84,065.82	\$1,097,631	\$9,639	\$\$188,681

For discussion pertaining to the reporting of grant funds or program income, refer to Appendix B as applicable.

### **Community Development Block Grant Program (CDBG)**

#### **A. Timeliness**

According to 24 CFR §570.902, HUD will review the performance of each entitlement to determine whether the grantee is carrying out its CDBG-assisted activities in a timely manner. This review is conducted sixty days prior to the end of the grantee's current program year. Before the funding of the next annual grant and absent contrary evidence satisfactory to HUD, HUD will consider an entitlement recipient to be failing to carry out its CDBG activities in a timely manner if: *"(1) Sixty days prior to the end of the grantee's current program year, the amount of entitlement grant funds available to the recipient under grant agreements but undisbursed by the U.S. Treasury is more than 1.5 times the entitlement grant amount for its current program year.*

The grantee's most current and upcoming timeliness has been evaluated based on review of the IDIS PR-56 report:

Timeliness Test	Date	Ratio	Disbursement Required	Timely Yes/No
Current	11-02-22	1.91	--	No
Upcoming	11-02-23	2.10	\$1,310,927	No

Please consult Appendix B for further discussion as required for untimely or pending untimely\* grantees.

#### B. Compliance with the primary objective (70% low-moderate income benefit)

Pursuant to 24 CFR §570.200(a)(3), *"Entitlement recipients, recipients of the HUD administered Small Cities program in Hawaii, and recipients of insular area funds under section 106 of the Act must ensure that over a period of time specified in their certification not to exceed three years, not less than 70 percent of the aggregate of CDBG fund expenditures shall be for activities meeting the criteria under §570.208(a) or under §570.208(d)(5) or (6) for benefiting low and moderate-income persons."*

Utilizing the submitted IDIS PR-26 report, HUD has made the following compliance determination:

Certification Indicator (single or multi-year)	Benefit Percentage	Shortfall Comments	Compliance Yes/No
Single: 20xx	--	--	--
Multi: 2020, 2021, 2022	80.18%	N/A	Yes

Note: For multi-year certifications as determined per CDBG grant agreement certifications, full compliance is evaluated in the final year of your certification. This is an interim evaluation. Grantees wishing to consider utilizing multi-year certifications should request information from their CPD Representative.

#### C. Program caps

Administrative cap: Grantees are required to adhere to the 20% program administrative cap requirement which as pursuant to 24 CFR 570.200(g)(1) states: *no more than 20 percent of any origin year grant shall be expended for planning and program administrative costs, as defined in § 570.205 and §570.206, respectively for origin year 2015 grants and subsequent grants.* *Expenditures of program income for planning and program administrative costs are excluded from this calculation. Paragraph (g)(2) states that the amount of CDBG funds obligated during each program year for planning plus administrative costs, as defined in §570.205 and §570.206, respectively, shall be limited to an amount no greater than 20 percent of the sum of the grant made for that program year (if any) plus the program income received by the recipient and its subrecipients (if any) during that program year. Funds from a grant of any origin year may be used to pay planning and program administrative costs associated with any grant of any origin year.*

HUD conducted a review of the grantee's administrative cap utilizing the IDIS PR-26 Financial Summary and Activity Summary reports and concluded the following:

Report	Cap Percentage	Total Funds Expended	Compliance Yes/No
PR-26 Financial	14.75%	\$139,461.57	Yes
PR-26 Activity	0%	\$0	Yes

The PR-26 Activity report is utilized to test origin year compliance with programmatic caps only. Grantees that exceed the 20% requirement may be subject to further corrective action. Please consult Appendix B as applicable.

Public Service cap: Grantees are required to adhere to the 15% public services cap which as pursuant to 24 CFR §570.201(e)(1) states, *"The amount of CDBG funds used for public services shall not exceed 15 percent of each grant, except that for entitlement grants made under subpart D of this part, the amount shall not exceed 15 percent of the grant plus 15 percent of program income, as defined in §570.500(a). For entitlement grants under subpart D of this part, compliance is based on limiting the amount of CDBG funds obligated for public service activities in each program year to an amount no greater than 15 percent of the entitlement grant made for that program year plus 15 percent of the program income received during the grantee's immediately preceding program year."*

HUD conducted a review of the grantee's public services cap utilizing the IDIS PR26 Financial Summary and Activity Summary reports and concluded the following:

Report	Cap Percentage	Total Funds Expended	Compliance Yes/No
PR-26 Financial	0%	\$0	Yes
PR-26 Activity	0%	\$0	Yes

The PR-26 Activity report is utilized to test origin year compliance with programmatic caps only. Grantees that exceed the 15% requirement may be subject to further corrective action. HUD has conducted its review in consideration of applicable CARES program waivers pertaining to the Public Services cap requirement per COVID-19 operating guidance in implementing CPD Memorandums and CPD Notices. Please consult Appendix B as applicable.

## **HOME Investment Partnerships Program (HOME)**

### **A. Program Commitments and Expenditures**

*The Consolidated Appropriations Act of 2019 includes a provision suspending the 24-month commitment requirement for Community Housing Development Organization (CHDO) set-aside funds, as well as continuing the suspension of the 24-month commitment requirement for regular HOME funds. Both deadline requirements are suspended through December 31, 2021 and will be removed from the HOME Deadline Compliance Status Reports beginning with versions posted as of February 28, 2019. The continued suspension of deadline requirements is pending HUD and Congressional actions and as such the Field Office will not render any formal commitment assessments until otherwise directed.*

According to 24 CFR 92.500(d)(2)(i), 5-year expenditure deadline is still applicable to any funds from Fiscal Year 2014 and prior fiscal year allocations. However, the HOME interim rule published on December 2, 2016 eliminated the 5-year expenditure requirement for FY 2015 and subsequent years' HOME allocations.

At this time, HUD does not provide formal evaluation of compliance with commitment and expenditure requirements. However, HUD notes the following commitment and expenditure information utilizing the IDIS PR-27 Status of HOME Funds Report:

<b>Program Year</b>	<b>Total Funds Committed</b>	<b>Percentage</b>	<b>Total Funds Expended</b>	<b>Percentage</b>
2022 (current)	\$109,763.10	10%	\$0	0%
2021 (prior)	\$98,750.10	10%	\$0	0%
2020	\$458,591.81	46.6%	\$143,614.73	14.6%
2019	\$739,233.20	82.5%	\$539,052.28	60.1%
2018	\$992,400.35	99.9%	\$843,537.80	84.9%
2017	\$741,010.00	100%	\$697,694.47	94.1%

Grantees that have not committed or expended at least 70% of prior year's grant funds should consult with the HUD CPD Representative to discuss any issues with making timely. For grantees that have more than three years of HOME funds on hand, please consult Appendix B.

#### B. Program caps

Administrative cap: Grantees are required to adhere to the 10% program administrative cap requirement for grantee and any related subrecipient administrative and planning costs which as pursuant to 24 CFR 92.207 states: *A participating jurisdiction may expend, for payment of reasonable administrative and planning costs of the HOME program and ADDI, an amount of HOME funds that is not more than ten percent of the sum of the Fiscal Year HOME basic formula allocation plus any funds received in accordance with §92.102(b) to meet or exceed participation threshold requirements that Fiscal Year. A state that transfers any HOME funds in accordance with §92.102(b) must exclude these funds in calculating the amount it may expend for administrative and planning costs. A participating jurisdiction may also expend, for payment of reasonable administrative and planning costs of the HOME program and the ADDI described in subpart M of this part, a sum up to ten percent of the program income deposited into its local account or received and reported by its state recipients or subrecipients during the program year.*

HUD conducted a review of the grantee's administrative cap utilizing the CAPER and IDIS Activity reporting and concluded the following:

<b>Cap Percentage</b>	<b>Total Funds Expended</b>	<b>Compliance Yes/No</b>
10%	\$109,763.10	Yes

Grantees that exceed the 10% requirement may be subject to further corrective action. This evaluation was conducted in context of available HOME Program waiver to the Administration Cap requirement per COVID-19 operating guidance in implementing CPD Memorandums and

CPD Notices. Please consult Appendix B as applicable.

#### C. HOME Match

The CAPER and IDIS Report PR-33 were utilized to analyze compliance with HOME Program match requirements:

Prior year match	Reported match total and activities. (Yes/No)	Match Liability	Requirement met (Yes/No)
\$1,117,948	\$0 /	\$0	Yes (waiver)

The grantee is required to report on match generating activities. For grantees that are not compliant in providing correct match information, or failed to fulfill match liability, please reference Appendix B. This evaluation was conducted in context of available HOME Program waiver to the HOME Program Match requirements per COVID-19 operating guidance in implementing CPD Memorandums and CPD Notices.

#### Emergency Solutions Grant Program (ESG)

##### A. Program Commitments and Expenditures

Grantees are subject to commitment (obligation) and expenditure tests based on the date of funding obligation by means of agreement with HUD. Per the Emergency Solutions Grant Interim Regulation at 24 CFR 576.203(a)(2): *Within 180 days after the date that HUD signs the grant agreement...the recipients must obligate all the grant amount, except for its administrative costs.* Further, the requirements of 24 CFR 576.203(b)(2): *The recipient must draw down and expend funds from each year's grant not less than once during each quarter of the recipient's program year. All the recipient's grant must be expended for eligible activity costs within 24 months after the date HUD signs the grant agreement with the recipient.*

Obligation Test: For the 2022 Program Year, subject to current evaluation for full compliance, HUD has utilized the IDIS PR-91 ESG Summary Report to determine the following:

Obligation Test	Date	Percentage	Committed	Timely Yes/No
Current 2022	09/08/2022	0%	\$0	No

Expenditure Test: For the 2022 Program Year, subject to current and interim compliance evaluation, HUD has utilized the IDIS PR-91 ESG Summary Report to determine the following:

Expenditure Test	Deadline Date	Percentage	Disbursed	Timely Yes/No
PY Year 2022	09/08/2024	0%	\$0	--
PY Year 2021	08/04/2023	0%	\$0	--
PY Year 2020	07/21/2022	32.38%	\$59,607.67	No

Grantees that have failed or are at risk of meeting obligation and expenditure test requirements

may be subject to further corrective actions. Please reference Appendix B for further discussion.

#### B. Program caps

HUD conducted a program cap compliance evaluation for Program Year 2022 and determined the following:

Street outreach and shelter cap: Grantees are required to adhere to a 60% combined cap for shelter and outreach activities, pursuant to the Emergency Solutions Grant Interim Regulation at 24 CFR 576.100(b) which states: *The total amount of the recipient's fiscal year grant that may be used for street outreach and emergency shelter activities cannot exceed the greater of: (1) 60 percent of the recipient's fiscal year grant; or (2) The amount of Fiscal Year 2010 grant funds committed for homeless assistance activities.*

HUD conducted a review of the grantee's cap utilizing IDIS Activity reporting and the IDIS PR-91 ESG Summary Report and concluded the following:

Category	Percentage	Total Funds Expended	Compliance Yes/No
Street Outreach	16.47%	\$31,083.00	Yes
Shelter	22.70%	\$42,845.00	Yes
Total	39.18%	\$73,928.00	Yes

Grantees that exceed the 60% requirement may be subject to further corrective action. This evaluation was conducted in context of available ESG Program waivers relative to the use of non-ESG-CV funds for COVID response activities per COVID-19 operating guidance in implementing CPD Memorandums and CPD Notices. Please consult Appendix B as applicable.

Administrative cap: Grantees are required to adhere to a 7.5% cap for administrative activities, pursuant to the Emergency Solutions Grant Interim Regulation at 24 CFR 576.100(c) which states: *The total amount of ESG funds that may be used for administrative activities cannot exceed 7.5 percent of the recipient's fiscal year grant.*

HUD conducted a review of the grantee's cap utilizing IDIS Activity reporting and the IDIS PR-91 ESG Summary Report and concluded the following:

Category	Percentage	Total Funds Expended	Compliance Yes/No
Administration	1.63%	\$3,072.00	Yes

Grantees that exceed the 7.5% requirement may be subject to further corrective action. Please consult Appendix B as applicable.

#### CARES and ARP – Programmatic Grant Evaluation

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Public Law (P.L.) 116-136 (2020), provided grant authority to HUD to issue supplemental grant allocations under CPD Programs.

Community Development Block Grant (CDBG) funds were made available to prevent, prepare for, and respond to coronavirus, designated as CDBG-CV funds. These funds are subject to 24 CFR Part 570, and as otherwise provided for under the CARES Act and Federal Register Notice Volume 85, Number 162 of August 20, 2020, Docket No. FR06218-N-01.

Additional funding was allocated to recipients of FY2020 Emergency Solutions Grant (ESG) funding to prevent, prepare for, and respond to coronavirus, designated as ESG-CV funds. These funds are subject to the requirements of 24 CFR Part 576, and as otherwise provided for under the CARES act and CPD-Notice 20-08 *Waivers and Alternative Requirements for the Emergency Solutions Grants (ESG) Program Under the CARES Act*, and as amended per CPD-Notice 21-08 and CPD-Notice 22-06.

Section 3205 of the American Rescue Plan Act Public Law (P.L.) 117-2 (2021) for HOME Investment Partnerships Program provided grant authority to HUD to issue supplemental grant allocations under CPD Programs.

HOME Investment Partnerships Program (HOME) funds were made available to provide homelessness assistance and supportive services, designated as HOME-ARP funds. These funds are subject to 24 CFR Part 92, and as otherwise provided for under the ARP Act and CPD Notice 21-10 *Requirements for the Use of Funds in the HOME-American Rescue Plan Program*.

All funds are also subject to the requirements of 24 CFR Part 91 Consolidated Submissions for Community Planning and Development Programs requirements, and as otherwise provided for in the CARES Act and ARP Act, and implementing guidance as stated herein.

Allocations for CARES Act and ARP Act funds were awarded under multiple rounds of funding, including two (2) rounds of CDBG-CV funds, and two (2) rounds of ESG-CV funds, as summarized below.

### **Management of Funds:**

Grant Resources per CARES and HOME-ARP:

<b>Grant Award</b>	<b>Grant Total</b>	<b>Grant Balance</b>	<b>Percentage of funds expended</b>
CDBG-CV1/CV3	\$2,279,029	\$416,164.62	81.74%
ESG-CV1/CV2	\$1,794,268	\$24,030.85	98.7%
HOME-ARP	Grant agreement not yet executed		

### **Grant Progress**

HUD acknowledges that IDIS reporting has limitations in demonstrating achieved goals and objectives for the utilization of CDBG-CV, ESG-CV, and HOME-ARP funds. As such, please reference Appendix B for a discussion of grantee progress observations.

## CARES CDBG-CV Analysis:

The CDBG-CV program maintains required compliance for a grantee's combined CDBG-CV1 and CDBG-CV3 allocation with the primary objective (70% low-moderate income benefit) requirement, as per Section *III.B.5.(d)(iv) Overall Benefit to LMI Persons* of Federal Register Notice Volume 85, Number 162 of August 20, 2020, Docket No. FR06218-N-01.

<b>Certification Indicator</b>	<b>Current Benefit Percentage</b>	<b>Interim Review Comments</b>	<b>Compliance Yes/No</b>
CDBG-CV1 and CV3	100%	N/A	Yes

This evaluation was made in context of the grant in progress. Grantees will not be evaluated for compliance until all grant funds are fully expended. Please reference Appendix B as necessary for additional compliance details.

The CDBG-CV program maintains required compliance of a grantees combined CDBG-CV1 and CDBG-CV3 allocation with the Administrative Cap requirements that no more than 20 percent of the total CDBG-CV grant shall be expended for planning and program administrative costs, as defined in 24 CFR 570.205 and 24 CFR 570.206, respectively as per Section *III.B.6.(c)(i) Administrative and Planning Cost Caps* of Federal Register Notice Volume 85, Number 162 of August 20, 2020, Docket No. FR06218-N-01.

HUD conducted a review of the grantee's administrative cap utilizing the IDIS PR26 Financial Summary report for CDBG-CV funds and concluded the following:

<b>Report</b>	<b>Cap Percentage</b>	<b>Total Funds Expended</b>	<b>Compliance Yes/No</b>
PR-26 Financial	12.01%	\$273,879.60	Yes

This evaluation was made in context of the grant in progress. Grantees will not be evaluated for compliance until all grant funds are fully expended. Please reference Appendix B as necessary for additional compliance details.

## CARES ESG-CV Analysis:

The ESG-CV Program requires prompt expenditure of grant funds in increments of 20%, 50%, and full expenditure prior to the close of the term period, as governed per *Section V Changes to Applicable Deadlines and Recapture Process* of CPD-Notice 22-06, *Waivers and Alternative Requirements for the Emergency Solutions Grants (ESG) Program Under the CARES Act; Amendments and Clarifications*. Note: Previous expenditure requirements were governed per *Section III (B) Obligation, Expenditure, and Payment Requirements* of CPD-Notice 20-08 *Waivers and Alternative Requirements for the Emergency Solutions Grants (ESG) Program Under the CARES Act*. The following is an evaluation of a grantee's expenditure compliance:

<b>ESG-CV Award</b>	<b>Percentage Expended</b>	<b>Total Funds Expended</b>	<b>Compliance Yes/No</b>
\$1,794,268.00	98.66%	\$1,79,237.15	Yes

This evaluation was made in context of the grant in progress. Full compliance of ESG-CV requirements will be made at the conclusion of grant expenditure. Please reference Appendix B as necessary for additional compliance details.

**At this time, HUD will not offer specific evaluation of requirements for HOME-ARP.**

### **Part III: Federal Audit Requirements and Reporting**

#### **Single Audit**

The Office of Management and Budget (OMB) 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards was issued as of December 29, 2013. It sets forth standards for obtaining consistency and uniformity among Federal agencies for the audit of States, local governments, and non-profit organizations expending Federal awards. Non-Federal entities that expend \$750,000 or more in a year in Federal awards shall have a single or program specific audit conducted for that year in accordance with the provisions of Subpart F of the Circular.

It is necessary that you provide a copy of this letter to your IPA/Auditor and instruct them to focus their next audit review on the financial reporting requirements of the CDBG, HOME, and ESG programs.

Grantees that exceed the \$750,000 in annual federal expenditures threshold are required to complete a Single Audit. If an audit is required, the grantee must have it conducted in accordance with 2 CFR Part 200 requirements, and submit the audit to the Federal Audit Clearinghouse (<https://harvester.census.gov/facweb/>) within 30 days of receipt of the auditor's report, or nine months after the end of the audit period. If a grantee does not exceed the single audit threshold, communication regarding the status of otherwise audited financials is still required per regulations. Grantees are required to submit a Notification of Annual Audit to the Chicago Field Office within 60 days after the end of a grantee's fiscal year.

HUD has evaluated the current submission status of the single audit and determined the following:

<b>Single Audit Required (yes/no)</b>	<b>Due Date</b>	<b>Submission Date</b>	<b>Findings/comments</b>
Yes	09/30	09/20	No findings.

If a grantee has open audit Findings, please reference Appendix B.

### **Part IV: Overall Evaluation and Conclusions**

Our assessment of the 2022 Program Year found that City of Rockford's activities that were undertaken were, generally, consistent with its Consolidated Plan and respective Annual Action Plans and in compliance with the Statutes and operating regulations.

The City of Rockford has the continuing capacity to administer Consolidated Plan-covered programs.

While HUD has rendered a determination of continuing capacity, additional reporting submissions made in response to this assessment may result in HUD identifying compliance and capacity issues that could impact the determination of continuing capacity. We are available to provide technical assistance, as needed, in completing reporting revisions, and in addressing general administration issues related to the CPD programs.

Please proceed to Appendix B for applicable discussion.

**Reporting Issues and Requested Revisions**  
**APPENDIX B**  
**Program Year 2022**

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The following items herein require revision or submission as noted **within 45 days** of receipt of this letter:

**1. Planning and Reporting:**

The following goals of the Consolidated Plan and/or 2022 Action Plan have not been met and/or are not making substantial progress per the proposed outcomes:

<b>Goal Identifier</b>	<b>Indicator</b>	<b>Percentage Met</b>	<b>Comment</b>
CDS-2 Infrastructure	Persons assisted	0% Con Plan 0% AAP	Recent substantial amendment to include this in ConPlan. Report on progress made in PY23 CAPER.
CDS-2 Infrastructure	Households assisted	0% Con Plan 0% AAP	Recent substantial amendment to include this in ConPlan. Report progress made in PY23 CAPER.
EDS-1 Employment	Persons assisted	0% Con Plan 0% AAP	Report process made in the PY23 CAPER.
EDS-1 Employment	Jobs	0% Con Plan 0% AAP	Report process made in the PY23 CAPER.
EDS-1 Employment	Businesses assisted	0% Con Plan 0% AAP	Report process made in the PY23 CAPER.
EDS-1 Employment	Other	0% Con Plan 0% AAP	Report process made in the PY23 CAPER.
EDS-2 Development	Business	0% Con Plan 0% AAP	Report process made in the PY23 CAPER.
EDS-2 Development	Jobs	0% Con Plan 0% AAP	Recent substantial amendment to include updated outcomes to this goal (0 was originally expected and now there is an outcome of 5). Grantee may need to submit an AAQ to ensure this is reflecting properly in PY23 CAPER as progress still shows 0%.
EDS-2 Development	Other	0% Con Plan 0% AAP	Recent substantial amendment to include updated outcomes to this goal (0 was originally expected and now there is an outcome of 1). Grantee may need to submit an AAQ to ensure this is reflecting properly in PY23 CAPER as progress still shows 0%.
HMS-1 Housing	TBRA/RRH	0% Con Plan 0% AAP	Progress on ESG-funded goals is communicated through a separate CAPER reported in the Sage system.

HMS-1 Housing	Overnight Shelter	0% Con Plan 0% AAP	Progress on ESG-funded goals is communicated through a separate CAPER reported in the Sage system.
HMS-1 Housing	Emergency shelter	0% Con Plan 0% AAP	Progress on ESG-funded goals is communicated through a separate CAPER reported in the Sage system.
HMS-1 Housing	Homeless prevention	0% Con Plan 0% AAP	Progress on ESG-funded goals is communicated through a separate CAPER reported in the Sage system.
HMS-2 Operation/Support	Public service	0% Con Plan 0% AAP	Progress on ESG-funded goals is communicated through a separate CAPER reported in the Sage system.
HMS-2 Operation/Support	TBRA/RRH	0% Con Plan 0% AAP	Progress on ESG-funded goals is communicated through a separate CAPER reported in the Sage system.
HMS-2 Operation/Support	Overnight shelter	0% Con Plan 0% AAP	Progress on ESG-funded goals is communicated through a separate CAPER reported in the Sage system.
HMS-2 Operation/Support	Emergency shelter	0% Con Plan 0% AAP	Progress on ESG-funded goals is communicated through a separate CAPER reported in the Sage system.
HMS-2 Operation/Support	Homeless prevention	0% Con Plan 0% AAP	Progress on ESG-funded goals is communicated through a separate CAPER reported in the Sage system.
HMS-3 Prevention and Re-Housing	TBRA/RRH	0% Con Plan 0% AAP	Progress on ESG-funded goals is communicated through a separate CAPER reported in the Sage system.
HMS-3 Prevention and Re-Housing	Homeless prevention	0% Con Plan 0% AAP	Progress on ESG-funded goals is communicated through a separate CAPER reported in the Sage system.
HS-1 Housing Development	Rental units constructed	0% Con Plan 0% AAP	The grantee indicates in CAPER narrative this goal will be addressed in 2023 and 2024 of Con Plan. Report progress made in PY23 CAPER.
HS-1 Housing Development	Rental units rehabbed	0% Con Plan 0% AAP	The grantee indicates in CAPER narrative this goal will be addressed in 2023 and 2024 of Con

			Plan. Report progress made in PY23 CAPER.
HS-1 Housing Development	Homeowner housing added	0% Con Plan 0% AAP	The grantee indicates in CAPER narrative this goal will be addressed in 2023 and 2024 of Con Plan. Report progress made in PY23 CAPER.
HS-1 Housing Development	Homeowner housing rehabbed	0% Con Plan 0% AAP	The grantee indicates in CAPER narrative this goal will be addressed in 2023 and 2024 of Con Plan. Report progress made in PY23 CAPER.
HS-1 Housing Development	Homebuyer financial assistance	0% Con Plan 0% AAP	The grantee indicates in CAPER narrative this goal will be addressed in 2023 and 2024 of Con Plan. Report progress made in PY23 CAPER.
HS-1 Housing Development	Other	0% Con Plan 0% AAP	The grantee indicates in CAPER narrative this goal will be addressed in 2023 and 2024 of Con Plan. Report progress made in PY23 CAPER.
HS-2 Housing Rehabilitation	Rental units rehabbed	0% Con Plan 0% AAP	Report process made in the PY23 CAPER.

The City of Rockford uses the Consolidated Plan to track other city priority projects that do not currently use HUD funding. The following projects do not need to be tracked in the CAPER as they do not use CDBG, HOME or ESG:

- Special Needs Strategy: SNS1, SNS2 and SNS3
- Community Development Strategy: CDS1, CDS3, CDS4, CDS5, CDS7, CDS8
- Economic Development Strategy: EDS3, EDS4

Per the table above, the City of Rockford provided narrative explanations for the underperforming goals. HUD will accept these narrative comments and also require that updates to progress be provided in the next CAPER for Program Year 2023.

## 2. Program Performance and Evaluation

### Community Development Block Grant:

Timeliness: The grantee received an untimeliness letter following their November 2, 2022, Timeliness test. Current timeliness cannot be accurately calculated until PY23 allocations are input into the system. The grantee shall continue to communicate with their CPD Rep about shoring up the prior year's funds and making regular expenditures on CDBG funding.

### HOME Investment Partnerships Program:

Commitments and expenditures: At this time, HUD does not provide formal evaluation of

compliance with commitment and expenditure requirements. The City of Rockford has committed and expended over 70% of the 2017 and 2018 funds and has committed over 70% of the 2019 funds. HUD encourages the grantee to continue working toward 100% expenditures.

Match: The City of Rockford had an approved match reduction for FY22 due to fiscal distress and the COVID19-pandemic per CPD Memo: Additional Revision, Extension, and Update of December 2020 and April 2020 Memorandum – Availability of Waivers and Suspensions of the HOME Program Requirements in Response to COVID-19 Pandemic.

Emergency Solutions Grant:

Expenditure Test	Deadline Date	Percentage	Disbursed	Timely Yes/No
PY Year 2022	09/08/2024	0%	\$0	--
PY Year 2021	08/04/2023	0%	\$0	--
PY Year 2020	07/21/2022	32.38%	\$59,607.67	No

PY2022:

HUD determined that the grantee has failed to meet the obligation requirements and is in danger of failing to meet expenditure requirements, based on review of IDIS reporting and prior year grant performance. Please provide HUD with a narrative and detailed commitment and expenditure plan for PY2022, this plan should include a discussion of programming details related to securing commitments and expenditures and listing of projects (with IDIS activity numbers if already committed) and timelines as applicable.

PY2021:

HUD determined that the grantee is in danger of failing to meet expenditure requirements based on review of IDIS reporting. Please provide HUD with a narrative and detailed commitment and expenditure plan for PY2021. This plan should include a discussion of programming details related to securing commitments and expenditures and listing of projects (with IDIS activity numbers if already committed) and timelines as applicable.

PY2020:

determined that the period of performance has ended on this grant, and the period of reconciliation has passed (up to 90 days after the performance period has ended to make final draws). The grantee can no longer make draws to this grant and all remaining funds will be swept when HUD initiates closeout.

PY2019:

HUD determined that the period of performance has ended on this grant, and the period of reconciliation has passed (up to 90 days after the performance period has ended to make final draws). The grantee can no longer make draws to this grant and all remaining funds will be swept when HUD initiates closeout.

## **COVID-19 Response Programmatic Funds Analysis:**

### **CARES Act CDBG-CV Fund Analysis:**

#### **Funding Obligations and Expenditures:**

The grantee has made acceptable progress in the obligation and expenditure of CDBG-CV funds. HUD will continue to monitor obligations and expenditures.

**Benefit test requirement:** As per the evaluation, the grantee has met the 70% low-moderate benefit test requirement. No further actions or information is requested at this time.

### **CARES Act ESG-CV Fund Analysis:**

The grantee has made acceptable progress in ESG-CV expenditures and is anticipated to meet ESG-CV all interim and final ESG-CV expenditure requirements.

### **Audit requirements:**

**Single Audit:** The grantee submitted its most recent single audit, there are open Findings from the Year 2021 audit.

## **3. CAPER Narratives**

No issues were identified in the provided CAPER narratives and completed table data.

## **4. IDIS reporting**

Grantees are instructed to “use IDIS to comply with current reporting requirements. To initiate annual reporting, all grantees should update all current activities in IDIS to include all required financial and performance information (It is current Departmental policy that Grantees should update IDIS information quarterly).”

Please comply with the corrections/explanation needed for these reports. If an activity needs to be cancelled or changed to complete, please cancel or complete the activity and submit a Substantial Amendment for the reallocation of funds, if applicable. Notify HUD of completion dates for activities accordingly.

**Note:** Do not cancel activities for which funds have already been drawn. You must consult your CPD Representative for further guidance.

### **IDIS PR03 CDBG Activity Summary:**

HUD conducted a review of the PR-03 report and current IDIS draw and voucher status; HUD requires additional status updates and/or corrections for the activities identified below:

IDIS Activity Number	Items in Question	Requested Information / Correction Needed
2981,3534, 3525	Activity Status	These activities are “open” in IDIS with \$0 remaining balance, close these activities before the next CAPER submission.

IDIS PR 59 CDBG Activities at Risk Dashboard:

A review of the IDIS PR59 Report – CDBG Activities at Risk Dashboard has identified the following activity and flag category:

IDIS Activity Number	Flag status	Requested Information / Correction Needed
3526	Awaiting grantee remediation	Remediation submission deadline is 7/7/2023. There is no immediate action that needs to be taken.
3568	Awaiting grantee remediation	Remediation submission deadline is 7/5/2023. There is no immediate action that needs to be taken.

## 5. Monitoring

There are no outstanding monitoring Findings from any grantee entitlement programs.

## 6. Outstanding CAPER reporting issues

There are no outstanding issues from the previous program year-end review letters.



*Karl F. Franzen*  
Director  
Community and Economic  
Development Department

November 8, 2023

Donald Kathan, Director  
U.S. Dept. of Housing & Urban Development  
Illinois State Office  
77 W. Jackson Blvd.  
Chicago, IL 60604-3507

RE:  
Program Year-End Review Letter  
Program Year 2022  
City of Rockford, IL

Dear Mr. Kathan:

Please allow this correspondence to serve as a response to the September 29, 2023 Program Year-End Review Letter for Program Year 2022. This response addresses all of the issues outlined in Appendix B that required a response; first indicating the specific issue followed-up by the City of Rockford's response.

To fulfill the Audit Requirement, the City has provided a copy of this letter to the IPA/Auditor with instructions to focus their next audit review on the financial reporting requirements of the CDBG, HOME, and ESG Programs.

## Appendix B

### 1. Planning and Reporting: **No response required**

### 2. Program Performance and Evaluation:

#### **Emergency Solutions Grant:**

Expenditure Test	Deadline Date	Percentage	Disbursed	Timely Yes/No
PY Year 2022	09/08/2024	0%	\$0	--
PY Year 2021	08/04/2023	0%	\$0	--
PY Year 2020	7/21/2022	32.38%	\$59,607.67	No

PY2022:

HUD determined that the grantee has failed to meet the obligation requirements and is in danger of failing to meet expenditure requirements, based on review of IDIS reporting and prior year grant performance. Please provide HUD with a narrative and detailed commitment and expenditure plan for PY2022, this plan should include a discussion of programming details related to securing commitments and expenditures and listing of projects (with IDIS activity numbers if already committed) and timelines as applicable.

PY2021:

HUD determined that the grantee is in danger of failing to meet expenditure requirements based on review of IDIS reporting. Please provide HUD with a narrative and detailed commitment and expenditure plan for PY2021. This plan should include a discussion of programming details related to securing commitments and expenditures and listing of projects (with IDIS activity numbers if already committed) and timelines as applicable.

PY2020:

HUD determined that the period of performance has ended on this grant, and the period of reconciliation has passed (up to 90 days after the performance period has ended to make final draws). The grantee can no longer make draws to this grant and all remaining funds will be swept when HUD initiates closeout.

PY2019:

HUD determined that the period of performance has ended on this grant, and the period of reconciliation has passed (up to 90 days after the performance period has ended to make final draws). The grantee can no longer make draws to this grant and all remaining funds will be swept when HUD initiates closeout.

**CITY RESPONSE**

PY2022:

The City of Rockford (COR) currently holds agreements with the following subrecipients: The Carpenter's Place, Institute for Community Alliances, Remedies Renewing Lives, and Shelter Care Ministries. Each subrecipient is facing a unique set of circumstances, so the City's response is built to address each case. All subrecipients were updated via email of a change in the COR review process and reimbursement practices on 10/11/23. COR is currently working with our HUD CPD Representative to determine appropriate next steps for subrecipient spending.

The Carpenter's Place received funding of \$25,500 for Emergency Shelter – IDIS Activity #3579. To date, the subrecipient has not submitted any reimbursement requests. City of Rockford staff met with The Carpenter's Place Executive Director and Interim Accounting Manager on 9/29/23 to discuss activity related to the subrecipient agreement. City staff followed up via email to the Interim Accounting Manager on 10/11/23 requesting a status update on reimbursement requests. The Interim Accounting Manager responded on 10/14/23 that he is working to get caught up, with a follow up email on 10/30/23 that The Carpenter's Place had hired a new Accounting Manager. City staff will send the subrecipient bi-weekly check-in emails to monitor progress of reimbursement request submissions. Given the timing of final reporting, The Carpenter's Place will be given 60 days to submit all outstanding reimbursement requests. Should The Carpenter's Place fail to meet the 60 day requirement, the City of Rockford will coordinate with our HUD CPD Representative to determine appropriate next steps.

Institute for Community Alliances (ICA) received funding of \$28,500 for HMIS – IDIS Activity #3583, and \$1,500 for Admin – IDIS Activity #3584. ICA has submitted reimbursement requests for HMIS and administrative activities related to their subrecipient agreement; the April, May, and July reimbursement requests were delivered in September, and the August reimbursement request was delivered in October. City staff intend to review requests and initiate reimbursements to ICA by the end of November.

Remedies Renewing Lives (Remedies) received funding of \$5,000 for Emergency Shelter – IDIS Activity #3579. Remedies has not submitted any reimbursement requests related to the PY2022 award. City staff will send the subrecipient bi-weekly check-in emails to monitor progress of reimbursement request submissions. Given the timing of final reporting, Remedies will be given 60 days to submit all outstanding reimbursement requests. Should Remedies fail to meet the 60 day requirement, the City of Rockford will coordinate with our HUD CPD Representative to determine appropriate next steps.

Shelter Care Ministries (SCM) received funding of \$43,428 for Emergency Shelter – IDIS Activity #3579, and \$1,572 for Admin – IDIS Activity #3584. SCM has not submitted any reimbursement requests related to the PY2022 award. City staff will send the subrecipient bi-weekly check-in emails to monitor progress of reimbursement request submissions. Given the timing of final reporting, SCM will be given 60 days to submit all outstanding reimbursement requests. Should SCM fail to meet the 60 day requirement, the City of Rockford will coordinate with our HUD CPD Representative to determine appropriate next steps.

City of Rockford (COR) kept an allocation of \$58,181 for Rapid Rehousing – IDIS Activity #3581, \$5,000 for HMIS – IDIS Activity #3583, \$10,000 for Admin – IDIS Activity #3584, and \$10,000 for Street Outreach – IDIS Activity #3580. To date, COR has spent all Rapid Rehousing funds, all Outreach funds, \$2,893 of HMIS funds, and \$1,944 Administrative funds. City staff will prioritize and assign match by 11/17/23, before the draw can be completed.

PY2021:

The City of Rockford (COR) currently holds agreements with the following subrecipients: The Carpenter's Place, Institute for Community Alliances, and Shelter Care Ministries. Each subrecipient is facing a unique set of circumstances, so the City's response is built to address each case. All subrecipients were updated via email of a change in the COR review process and reimbursement practices on 10/11/23. COR is currently working with our HUD CPD Representative to determine appropriate next steps for subrecipient spending.

The Carpenter's Place received funding of \$35,000 for Emergency Shelter – IDIS Activity #3585. To date, The Carpenter's Place has not submitted any reimbursement requests. City of Rockford staff met with The Carpenter's Place Executive Director and Interim Accounting Manager on 9/29/23 to discuss activity related to the subrecipient agreement. The Carpenter's Place provided verbal notice that they did not intend to submit any reimbursement requests for PY2021 activities. COR will explore alternative possibilities, including expending the money internally, and will coordinate with our HUD CPD Representative to determine appropriate next steps in an upcoming meeting.

Institute for Community Alliances (ICA) received funding of \$29,911 for HMIS – IDIS Activity #3586, and \$89 for Administrative – IDIS Activity #3587. ICA has submitted all reimbursement requests for HMIS and Administrative activities. COR will complete the draw for ICA activities when HUD informs COR it may resume reporting in IDIS.

Shelter Care Ministries (SCM) received funding of \$38,400 for Emergency Shelter – IDIS Activity #3585, and \$1,390 for Administrative – IDIS Activity #3587. SCM has submitted all reimbursement requests related to

PY2021 award; SCM was paid for December activities, January – July has been reviewed, but not yet paid, and August has not yet been submitted by SCM. COR has identified several deficiencies with expenses and match presented in the January – July reimbursement requests. SCM has been informed of all deficiencies via email, and they have responded to the deficiencies. COR staff will review SCM's responses to assess eligible expenses and match by 11/22/23 and will notify sub of expenses eligible for reimbursement by EOD 11/22/23. COR will also follow up with SCM via email on 11/7/23 to request submission of the August reimbursement request by 11/9/23.

City of Rockford (COR) kept an allocation of \$57,812.97 for Rapid Rehousing – IDIS Activity #3592, \$5,125 for Emergency Shelter – IDIS Activity #3585, \$7,846 for Administrative – IDIS Activity #3587, and \$9,623.03 for Street Outreach – IDIS Activity #3578. To date, COR has spent all Rapid Rehousing funds plus an overage totaling \$60,264.85 (overage will be funded with unutilized The Carpenter's Place funding pending HUD CPD Representative approval), spent all \$5,125 of Emergency Shelter funds, spent \$9,623.03 of Outreach funds, and spent \$3,784.23 of Administrative funds. COR staff will prioritize and assign match by 11/17/23, before draw can be completed.

### 3. CAPER Narratives: **No response required**

#### 4. IDIS Reporting:

Grantees are instructed to "use IDIS to comply with current reporting requirements. To initiate annual reporting, all grantees should update all current activities in IDIS to include all required financial and performance information (it is current Departmental policy that Grantees should update IDIS information quarterly)."

Please comply with the corrections/explanation needed for these reports. If an activity needs to be cancelled or changed to complete, please cancel or complete the activity and submit a Substantial Amendment for the reallocation of funds, if applicable. Notify HUD of completion dates for activities accordingly.

**Note:** Do not cancel activities in which funds have already been drawn. You must consult your CPD Representative for further guidance.

#### IDIS PR03 CDBG Activity Summary:

HUD conducted a review of the PR03 report and current IDIS draw and voucher status; HUD requires additional status updates and/or corrections for the activities identified below:

<b>IDIS Activity Number</b>	<b>Items in Question</b>	<b>Requested Information / Correction Needed</b>
2981, 3534, 3525	Activity Status	These activities are "open" in IDIS with \$0 remaining balance, close these activities before the next CAPER submission.

**CITY RESPONSE**

IDIS #	Activity Name	City's Response
2981	Cliffbreakers Hotel	City staff plan to close these activities prior to the next CAPER submission (March 2024).
3534	Rkfd Collective	
3525	Little Nick's BBQ	This activity has been updated and marked completed.

**5. Monitoring: No response required**

**6. Outstanding CAPER reporting issues: No response required**

Thank you, and please let us know if you have any questions.

Sincerely,



Karl F. Franzen

Director, Community & Economic Development Department