

**2016 Consolidated Annual Plan Evaluation and Review (CAPER)**  
**Re; 7-1-16 to 6-30-17 CDBG program**  
**City of Morristown, TN**

*The Community Development Block Grant (CDBG) Program was enacted in 1974 as the cornerstone of federal investment in our nation's communities. The Act, signed by then-President Gerald Ford, stated that sustained action by all levels of government is necessary to maintain viable urban [and rural] communities. This could not be more true than now with the economic down turn wreaking havoc on communities nationwide.*

*CDBG is arguably one of the Federal government's most successful domestic programs. CDBG also provides crucial funding to small and rural communities for basic infrastructure and facilities. When disaster strikes, Congress invariably turns to the CDBG program to provide relief to States, counties, and cities in times of hurricanes, floods, wild fires, and in the aftermath of the disaster on 9/11. The success of the program stems from its utility; providing cities, counties, and States with the flexibility to address their unique community development needs. It helps fund a wide-range of activities, including housing-related assistance, public improvements, public services, and economic development projects.*

*This year marks the 43rd anniversary of the CDBG program. The CDBG program provides grants to over 1,200 local governments to create neighborhood approaches that improve the physical, economic and social conditions in communities for low- and moderate-income persons. Communities use CDBG to fund a variety of activities including housing rehabilitation, business assistance, senior services, and infrastructure - to name a few. Every \$1.00 of CDBG leverages another \$3.65 in other funding; bringing additional vital resources to low-income communities.*

*This is an impressive track record that grantees have compiled in our wise stewardship of the program. In this current economic climate the need to maintain services and assistance to low- and moderate income households is overriding.*

*CDBG provides vital funding to projects and services within each of the 1,169 cities, counties, and States which receive the funding; projects that directly impact the lives of our low- and moderate-income citizens. CDBG provides the flexibility to fund a myriad of activities, fill gaps where needed, and attract additional resources to projects. This combination of CDBG with other funding sources adds to our national economy and to the betterment of the lives of our citizens*

*through improved neighborhoods and a better quality of life. The problems which CDBG funds address have not lessened, but have grown more acute over time. With the down turn in the economy, CDBG is needed more than ever to help our communities.*

*CDBG entitlement funds and City general funds are utilized to assist the City of Morristown residents with the three national goals of the HUD CDBG program. Those three goals are to provide decent affordable housing, to help create a suitable living environment, and to expand economic opportunities. Leadership begins with the City's elected officials, the approval of the Consolidated Plan and the yearly approval of the Action Plan.*

*The City of Morristown is an entitlement jurisdiction, receiving an annual allocation of CDBG funds from the U.S. Department of HUD. A requirement of CDBG entitlement communities is the preparation and implementation of a Consolidated Plan for Housing and Community Development and an Annual Action Plan update annually.*

*The Annual Action Plan is a document that describes the City of Morristown's HUD funded projects and community development related activities that are planned to be conducted within the community in the upcoming fiscal year. These activities must be consistent with the City's 5 year Consolidated Plan. Each year the CDBG program and the proposed allocation of funds are presented during public hearings to allow community members input prior to completion, approval, and submission of the Action Plan.*

*The Consolidated Plan for Housing and Community Development is a requirement of the 1990 National Affordable Housing Act and the Community Development Plan, for the U.S. Department of Housing and Urban Development (HUD). A local Consolidated Plan is required of Entitlement Communities receiving Community Development Block Grant (CDBG) Funds under HUD's housing and service programs related to the needs of low to moderate income persons. The City of Morristown's third five year Consolidated Plan was developed in 2014. This report represents our 3rd year into the third plan.*

*Each year Entitlement Communities, as designated by HUD, must submit an Annual Action Plan to HUD at least 45 days prior to the beginning of the new fiscal year. The Citizen's Participation Plan assures that local citizens have adequate time to review and comment upon funding proposals within the Action Plan. Any information received during the comment periods or the public hearings must be attached to the Action plan prior to submittal to HUD. Also each year, 90 days after the end of the fiscal/program year, entitlements must submit the Consolidated Annual Performance Evaluation and Review (CAPER) report to HUD after the public has had opportunity to review and comment.*

The Public Hearings to solicit public input for this CAPER were held on September 11, 2017 at 12pm and 5pm, with a final hearing during the City Council meeting on September 19, 2017. A draft of the proposed CAPER was made available to the public on September 5, 2017. The final, approved CAPER will be sent to HUD by September 28, 2017.

All programs funded by the City of Morristown with CDBG entitlement funds are in accordance with HUD regulations. The City of Morristown's FY 2016 funding represents the 13th year of receiving entitlement grant funds. The amount of funding for FY 2016 was \$242,072.00 The 2016 Action Plan funded the following:

Homeowner rehab/Emergency Assistance	\$90,000.00
Parks and Recreation	\$19,328.80
Rose Center (HVAC)	\$19,328.80
MHCS Homeless prevention program	\$10,000.00
TVCH CoC HUD HMIS Program	\$5,000.00
Façade Economic Development Program	\$50,000.00
Administration (20%)	<u>\$48,414.40</u>
TOTAL	\$242,072

### **Project Summaries**

*Project Title:* **Homeowner Rehab** (homeowner rehab, sewer lateral repair and tap fee assistance, emergency repairs, and demolition/clearance activities.)

*Project Description:* This program includes; homeowner rehab, sewer lateral repair and tap fee assistance, emergency repairs, and demolition/clearance activities.

*Priority Need/Local Objective:* The need for rehabilitation of single family owner occupied homes and economic development were both identified as moderate level priorities in the Morristown 2014 Consolidated Plan.

*Funding Sources:* CDBG- \$90,000

The City of Morristown continued to utilize the CDBG funds above as part of a multifaceted revitalization project. The program includes; homeowner rehab, sewer lateral repair and tap fee assistance, emergency repairs, and demolition/clearance activities.

Each unit rehabilitated will receive "green" energy conservation measures that exceed local and international codes. This may include, but not be limited to, replacing appliances and heating/air units with energy star rated machines. Windows, insulation, fixtures and lighting

will also be upgraded as necessary to exceed energy conservation code.

The Sanitary Sewer Program assists qualified homeowners in paying sanitary sewer system connection fees and repairing laterals. Assistance will be subject to the availability of CDBG funding budgeted for the Program. The level of Program assistance will be based on household income.

If the household income is classified as:

**Low income**, the Program grant will be 75 percent of both the single-family connection fee and sewer cleanout fee, and up to \$1,200 of the house service charge;

**Very low income**, the Program grant will be 100 percent of both the single-family connection fee and sewer cleanout fee, and up to \$1,600 of the house service charge;

The dwelling for which sanitary sewer assistance is provided must be an owner-occupied, single-family residence and be located within the corporate limits of Morristown. The dwelling must not be on the market and homeowners must state their intent to reside in the home for at least one year after sanitary sewer is connected. Homeowner will be responsible for all related expenses not specifically listed in these policies and procedures.

The Emergency Repair Program will assist qualified very-low income homeowners with repairs necessary to correct situations which pose an immediate threat to the health and safety of those who reside in the home. The dwelling must be an owner-occupied, single-family residence and be located within the corporate limits of Morristown.

Eligible emergency repairs include, but are not limited to electrical, roofing, plumbing and HVAC repairs. Foundation repair or replacement is not eligible. The Emergency Repair Program provides grants of up to \$5,000 to pay for approved repairs.

Only one emergency repair grant will be awarded for a dwelling during a five-year period. A home on which emergency repairs are made would remain eligible for the City's Housing Rehabilitation Program, but the cost of any emergency repairs would count against the \$25,000 rehabilitation program cap.

Demolition/clearance activities will be assessed individually on an as necessary basis. Only dilapidated and blighted structures and property will be considered for clearance. Areas that meet the HUD definition of "blighted" will receive priority.

This program will be administered through the Community Development/Planning department and new consultants Knoxville Community Action Center (KCAC) housing

The City of Morristown and KCAC will continue to follow all CDBG regulations in the operation of our housing rehabilitation program. We

intended to solve certain local housing problems and in so doing, we will be aware of and follow State, Federal and local laws which apply to our program. The City and KCAC will administer our program in an open, fair and equitable fashion so that contractors, homeowners, and the community at large understand the guidelines under which the program will operate. The City and KCAC will insure that objectives are met, that each eligible citizen receives a quality job and that the community has benefited from the program.

Housing rehabilitation programs require a lot of individual attention at the local level and this will be provided by the planning and inspections department.

<b>National CDBG Eligible Activity Category</b>	<b>CDBG National Objectives</b>	<b>HUD Matrix Code</b>	<b>CDBG Citation</b>
Homeowner single unit rehab/emergency repair	LMI	14a	570.202

<b>Project ID</b>	<b>Type of Recipient</b>	<b>Start Date</b>	<b>Completion Date</b>
82	Local Government	7-1-16	6-30-17

<b>Performance Indicator</b>	<b>Proposed Annual Units</b>	<b>IDIS Activity #</b>	<b>Units Upon Completion</b>
Rehab 6 units	6	<b>82</b>	<b>5</b>

**Annual Action Plan Performance Measurement**

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>
Create suitable living environment	Availability/Accessibility	Rehab 6 eligible units	Monitor through completion	6	<b>5</b>

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**Project Title: Façade Program**

**Project Description:** Provide up to 5 exterior renovation grants to qualifying businesses.

**Priority Need/Local Objective:** The need for economic development assistance to businesses was identified as a moderate level priority in the Morristown 2014 Consolidated Plan.

**Funding Sources:** CDBG- \$50,000 Business owners \$50,000

The Façade Improvement Grant program seeks to encourage downtown and South Cumberland Street building owners and tenants to invest in their Target Area by financially assisting with appropriate exterior renovations to their buildings. The intention is to stimulate building improvements while being mindful of the historical significance and uniqueness of the downtown and South Cumberland structures. Replacing damaged, boarded or bricked-up windows, main level storefront improvements, cornice repair and repainting or removing paint from buildings that have been previously painted is a priority.

The Building Façade Improvement Grant is a reimbursement program and requires that the property or business owner contribute a minimum of 50% of the total cost of the renovation. The maximum grant amount will be \$5,000. Grants will be paid upon successful completion of the project and submission of proper documents.

Grant funds will be disbursed on a first come-first served basis as long as funds are available for the program.

Eligibility

To qualify for the Façade Improvement Grant, the building must be located within the 'Downtown Core', on Buffalo Trail, or South Cumberland St.. The applicant must either be the building (property) owner or tenant of the property; however, if the applicant is the tenant, the property owner must provide written permission for any improvements. Exterior building improvements may consist of painting (excluding previously unpainted masonry), paint removal, storefront renovations, window repair/replacement, door repair/replacement, awnings (excluding facades adjacent to the overhead sidewalk system), signage, exterior lighting, masonry repainting, cornice repair/replacement and parapet improvements.

Other improvements may be considered upon request. Grant funds may also be used for professional and permit fees. The work to be performed must be necessitated by normal wear and tear over time. It cannot be so substantial as to constitute reconstruction.

Building improvements shall reflect the architectural integrity of the entire building and the neighboring traditional streetscape. The sides of buildings (secondary facades) which are highly visible from nearby streets or public parking areas may be included in and are encouraged to be part of the building improvements. Participants are expected follow the standards set forth in the Crossroads Development District *Renovation and Preservation Guidelines*.

#### Administration

The Façade Improvement Grant program will be coordinated by the City of Morristown's Community Development Corporation. Grant applications will be reviewed by a Grant Review Committee consisting of the City of Morristown's Development Director, CDBG Grant Coordinator, President of the Downtown Morristown Association and members of the Crossroads Development Partnership Design Committee.

#### Process

The grant process can be broken down into seven typical steps:

Step 1: Schedule a meeting with the Development Director and City of Morristown Chief Building Official or CDBG coordinator to discuss the proposed building renovations, grant availability and the application process.

Step 2: Develop a documented plan for the project.

Improvements should follow the recommendations set forth in the Crossroads Development District's *Renovation and Preservation Guidelines*. At a minimum, the following information will be required to be submitted with the grant application:

- Color photo(s) of the existing building façade(s)
- Elevation drawings or renderings of proposed improvements. Dimensions of changed openings, cornice work, signage, awnings, etc. should be included. Simple window replacement, repair work or painting would not require drawings.
- Samples of paint color(s), illustrative product specifications for windows, lights, awnings, signage, millwork, etc. and information on any proposed cleaning methods.
- At least two estimates for the cost of the work to be completed.

Step 3: Submit a complete grant application with the required attachments.

Step 4: The Grant Review Committee will review the application and make a recommendation. Applications will be reviewed and awarded within one month of submittal.

Step 5: If the applicant needs more time to start their project, he or she must provide a written statement with a reasonable explanation for the extension. Work should be completed as quickly as possible. Any changes necessitated while the project is under construction must be approved by the Grant Review Committee prior to installation. All construction must be done in accordance with applicable codes. It is the responsibility of the building owner, tenant or their designee to obtain any applicable building or sign permits.

Step 6: The renovation is inspected by the Grant Review Committee to verify that the submitted plan has been followed and construction completed satisfactorily.

Step 7: The applicant will submit a grant payment request letter accompanied by proof of expenses and proof of payment. Grant funds will be paid within 30 days of the approved grant payment request.

#### Appeals

If the grant application was disapproved by the Grant Review Committee, the applicant may resubmit the application after addressing the application deficiencies or appeal the decision. If the applicant chooses to appeal the decision, a letter of appeal and supporting documentation must be sent to the Development Director stating the reason for the appeal. The letter of appeal and supporting documentation will then be forwarded to the Morristown City Council which will review the appeal and make final determination of the grant application. If the application is denied by the City Council, the applicant may resubmit after addressing the initial deficiencies.

<b><i>National CDBG Eligible Activity Category</i></b>	<b><i>CDBG National Objectives</i></b>	<b><i>HUD Matrix Code</i></b>	<b><i>CDBG Citation</i></b>
Direct financial assistance for for-profits	LMA	18a	570.203(b)

<b>Project ID</b>	<b>Type of Recipient</b>	<b>Start Date</b>	<b>Completion Date</b>
87	Local Government	7-1-16	6-30-17

<b>Performance Indicator</b>	<b>Proposed Annual Units</b>	<b>IDIS Activity #</b>	<b>Units Upon Completion</b>
# of improved facades	<b>7</b>	<b>87</b>	<b>8</b>

**Annual Action Plan Performance Measurement**

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>
Create suitable living environment	Sustainability	Repair 7 businesses facades	Monitor through completion	7	<b>8</b>

**Project Title: (HMIS) Homeless Management Information System**

**Project Description:** This is a computerized data collection application designed to capture client-level information over time on the characteristics and service needs of men, women, and children experiencing homelessness, while also protecting confidentiality in a 12+ county area.

**Priority Need/Local Objective:** The need for homeless facilities/services was identified as a medium level priority in the Morristown 2014 Consolidated Plan.

**Funding Sources:** CDBG- \$5,000.00

The HMIS program is designed to aggregate data collected by all users in order to generate an unduplicated count of clients served within a community's system of homeless services. The Tennessee Valley Coalition's HMIS covers an eleven county regional area comprised of Hamblen, Cocke, Jefferson, Sevier, Blount, Monroe, Loudon, Grainger, Claiborne, Union, and Campbell Counties. The HMIS provides up to date information on client characteristics and service utilization. It allows member agencies to track services

provided, to network and consult, and to better serve our homeless populations by reducing duplication of services and fraud.

The HMIS Homeless Facilities project National Objective is 'low/mod limited clientele' as the primary beneficiary will be homeless persons. The overwhelming majority of the beneficiaries will be LMI or lower.

The eligible activity category/accomplishment type is 'Public Services'. The specific clientele to be served by this program are at least 51% low/mod income persons.

The Performance Measure Objective\_ for this program is 'Suitable Living Environment' and the Outcome will be 'Availability / Accessibility' as it increases access or availability to shelter or service that improves the beneficiary's living environment.

The software program tracks the number of individuals served as well as the client and system level activities provided with measurable results. These Outcome performance indicators will be identified and tracked by the software and reported annually to HUD.

<b>National CDBG Eligible Activity Category</b>	<b>CDBG National Objectives</b>	<b>HUD Matrix Code</b>	<b>CDBG Citation</b>
Public Services	LMLC	05	570.201(e)

<b>Project ID</b>	<b>Type of Recipient</b>	<b>Start Date</b>	<b>Completion Date</b>
86	Local Government	7-1-16	6-30-17

<b>Performance Indicator</b>	<b>Proposed Annual Units</b>	<b>IDIS Activity #</b>	<b>Units Upon Completion</b>
# of clients served	200	86	205

**Annual Action Plan Performance Measurement**

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>

Create suitable living environment	Availability/ Accessibility	End chronic homelessness	Monitor # of individuals assisted toward moving out of homelessness	200	205

*Project Title:* **Administration**

*Project Description:* General program administration, project implementation/ monitoring, training, reporting, adherence to all HUD regulations.

*Priority Need/Local Objective:* Planning/Administration

*Funding Sources:* CDBG-\$48,414.40

<b>National CDBG Eligible Activity Category</b> General Program Administration	<b>CDBG National Objectives</b>	<b>HUD Matrix Code</b>  21A	<b>CDBG Citation</b>  570.206(a)
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<b>Project ID</b>  88	<b>Type of Recipient</b>  Local Government	<b>Start Date</b>  7-1-16	<b>Completion Date</b>  6-30-17
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<b>Performance Indicator</b> n/a	<b>Proposed Annual Units</b> n/a	<b>IDIS Activity #</b>  88	<b>Units Upon Completion</b>  n/a
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**Annual Action Plan Performance Measurement**

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>
n/a	n/a	n/a	n/a	n/a	n/a

**Project Title: Central Services Homeless Prevention Program**

**Project Description;** Funding will be utilized for direct client services including rent and mortgage payments to prevent eviction, and emergency utility assistance.

**Priority Need/Local Objective:** The need for homeless facilities/services was identified as a medium level priority in the Morristown 2014 Consolidated Plan.

**Funding Sources:** CDBG- \$10,000.00 Central Services \$10,000.00

Morristown Hamblen Central Services, Inc. has a long history of service to the local community that began in the early 1930s. The concept of a centralized agency to serve needy families was a novel idea at the time, but with continued growth and community support, Central Charities expanded to an incorporated 501 (c) 3 in 1969, chartered under the name of Central Services. The agency's property acquisition in 2007 has expanded Central Services into one of the largest community funded social service agencies in the area. The new, larger facility has enabled partnerships with numerous other services and agencies to provide a comprehensive approach to service delivery. With each expansion, Central Services has developed more efficient and effective ways to help needy families in our area without duplication of services.

Central Services receives a significant amount of community support and local funding that enables their programs to exist, but the current economic conditions hinder funding at a time when requests for services are increasing. Evictions, utility terminations and

increasing housing deposits are making homelessness more of a reality than ever before.

Funding from the Community Development Block Grant will enable Central Services to strengthen the current services offered by the agency that prevent homelessness. Funding will be utilized for direct client services including rent and mortgage payments to prevent eviction, and emergency utility assistance. Lack of utilities is becoming more of a reason for eviction especially in rental assistance and public housing arenas.

The Central Services Homeless Prevention Program National Objective will be 'low/mod limited clientele' as the primary beneficiary will be homeless persons. The overwhelming majority of the beneficiaries will be LMI or lower.

The eligible activity category/accomplishment type will be 'Public Services'. The specific clientele to be served by this program will be at least 51% low/mod income persons.

The Performance Measure Objective\_ for this program will be 'Suitable Living Environment' and the Outcome will be 'Availability / Accessibility' as it will increase access or availability to shelter or service that will improve the beneficiary's living environment.

<b>National CDBG Eligible Activity Category</b>	<b>CDBG National Objectives</b>	<b>HUD Matrix Code</b>	<b>CDBG Citation</b>
Public Services	LMLC	05	570.201(e)

<b>Project ID</b>	<b>Type of Recipient</b>	<b>Start Date</b>	<b>Completion Date</b>
85	Local Government	7-1-16	6-30-17

<b>Performance Indicator</b>	<b>Proposed Annual Units</b>	<b>IDIS Activity #</b>	<b>Units Upon Completion</b>
# of clients served	1000	85	2958

**Annual Action Plan Performance Measurement**

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>
Create suitable living environment	Availability/ Accessibility	End chronic homelessness	Monitor # of individuals assisted toward moving out of homelessness	1000	2958

**Project Title:** Farmers Market Park Phase II

**Project Description:** Construct ADA compliant restrooms at local parks

**Priority Need/Local Objective:** The need for better community recreation facilities was identified as a high level priority in the Morristown 2009 Consolidated Plan.

**Funding Sources:** CDBG- (\$70,000.00- From prior year)

The Farmers Market will be used extensively by the community for shopping, special events, and activities throughout the year. The need for parking and restrooms/concessions is paramount. Currently the Farmers Market has restroom facilities, thanks to CDBG. The funding was to be utilized at the farmer’s market site in order to enhance the city’s current effort to improve the farmers market and the downtown area as a whole. The funding assisted in phase II of the Markets development and expansion. With additional local funding and in-kind donations a brick and mortar facility was constructed as well as covered stalls for the vendors, extra parking, and an event area. This project included design & engineering, infrastructure/site work, and restroom construction.

The eligible activity category/accomplishment type for this project is ‘Public Parks/ Recreational Facilities’. It constitutes infrastructure and recreational facilities/parks improvements.

The Performance Measure Objective for the program is ‘Suitable Living Environment’ and the Outcome will be ‘Availability / Accessibility’ as it provides for restroom facilities that will be accessible to all park visitors.

<b>National CDBG Eligible Activity Category</b> Parks/Recreational Facilities	<b>CDBG National Objectives</b> LMA	<b>HUD Matrix Code</b> 03F	<b>CDBG Citation</b> 570.201(c)
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<b>Project ID</b> 85	<b>Type of Recipient</b> Local Government	<b>Start Date</b> 7-1-16	<b>Completion Date</b> 6-30-17
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<b>Performance Indicator</b> # of new improvements	<b>Proposed Annual Units</b> 1	<b>IDIS Activity #</b> 85	<b>Units Upon Completion</b> 1
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**Annual Action Plan Performance Measurement**

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>
Create suitable living environment	Availability/ Accessibility	Insure accessibility improvements	Monitor construction	1	1

**Project Title:** Wildwood Park Parking Lot Construction

**Project Description:** Construct ADA compliant restrooms at local parks

**Priority Need/Local Objective:** The need for better community recreation facilities was identified as a high level priority in the Morristown 2009 Consolidated Plan.

**Funding Sources:** CDBG- (\$19,328.80)

This project will allow the installation an ADA compliant parking lot at Wildwood Park. Wildwood Park is open 365 days per year and continues to be improved and expanded. The park is used extensively by the community for many special events and activities throughout the year and the need for ADA compliant parking is paramount. Currently, the park only has a small gravel parking lot that is not ADA compliant. Restroom facilities were installed last year. The need for parking is paramount. This project's National Objective is 'low/mod area benefit'. It met the needs of an area with at least 51% low/mod income population. The primary service area is the four census tracts that comprise the center of Morristown where the majority of our citizens live (Tracts 1001, 1002, 1003, and 1004). The eligible activity category/accomplishment type for this project will be 'Public Parks/ Recreational Facilities'. It constitutes infrastructure and recreational facilities/parks improvements.

The Performance Measure Objective for the program is 'Suitable Living Environment' and the Outcome will be 'Availability / Accessibility' as it provides for restroom facilities that will be accessible to all park visitors.

<b>National CDBG Eligible Activity Category</b>	<b>CDBG National Objectives</b>	<b>HUD Matrix Code</b>	<b>CDBG Citation</b>
Parks/Recreational Facilities	LMA	03F	570.201(c)

<b>Project ID</b>	<b>Type of Recipient</b>	<b>Start Date</b>	<b>Completion Date</b>
83	Local Government	7-1-16	6-30-17

<b>Performance Indicator</b>	<b>Proposed Annual Units</b>	<b>IDIS Activity #</b>	<b>Units Upon Completion</b>
# of new bathrooms	1	83	0

**Annual Action Plan Performance Measurement**

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>
Create suitable living environment	Availability/ Accessibility	Construct 1 ADA compliant parking lot	Monitor construction of parking lot	1	0

**Project Title: Rose Community Center Repairs**

*Project Description:* Perform priority/energy efficient renovations to the center relating to energy conservation and safety.

*Priority Need/Local Objective:* The need for community recreation facilities was identified as a high level priority in the Morristown 2014 Consolidated Plan.

*Funding Sources:* CDBG- \$19,328.80

Rose Center is Morristown and Hamblen County's community cultural center. Located in Morristown's first coeducational public high school built in 1892, the facility is named after *Judge James G. Rose*, Civil War Hero and Chairman of the School Board at the time when plans for construction of the school were initiated.

The building operated as a school until 1975, at which time a group of local citizens organized, raised funds to replace the vintage roof, and re-opened the building as a museum and cultural center. This effort was part of the community's celebration of the nation's bicentennial.

Thirty years later, the "castle" - as it is referred to by many of the thousands of school children who visit the Center on field trips and other occasions - is a busy place. The Center offers classes for children and adults, meeting space for community groups including the attractively renovated Jean Keener Community Room, rotating exhibits of artwork in the Edith Davis Gallery, historical displays in the Hal Noe Gallery, a look at early schooling in the Historic Classroom, concerts, summer programs for young people, and produces major annual events such as the *Mountain Makins Festival*, *From Africa To Appalachia Celebration*, and the *International Festival*.

A major fundraising drive resulted in the complete renovation of the former gym/auditorium area of Rose School. This area has been

named Perk Prater Hall in honor of Perk Prater, arts educator and artist. This space is both attractive and functional for community use.  
Requested Repairs:  
 HVAC repair/replacement and upgrades completed. (3 units replaced)

<b>National CDBG Eligible Activity Category</b> Non-Residential Historic Preservation	<b>CDBG National Objectives</b>  LMA	<b>HUD Matrix Code</b>  16b	<b>CDBG Citation</b>  570.202(d)
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<b>Project ID</b>  68	<b>Type of Recipient</b>  Local Government	<b>Start Date</b>  7-1-16	<b>Completion Date</b>  6-30-17
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<b>Performance Indicator</b>  HVAC repair/replacement	<b>Proposed Annual Units</b>  3	<b>IDIS Activity #</b>  <b>68</b>	<b>Units Upon Completion</b>  <b>3</b>
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**Annual Action Plan Performance Measurement**

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>
Create suitable living environment	Sustainability	Replace / repair HVAC systems	Monitor through completion	3	<b>3</b>

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Monitoring of the Community Development **program** includes, but is not limited to, the following;

Five year consolidated plan completion, annual action plan completion, citizen participation plan compliance, consolidated annual performance review, federal expenditure timeliness compliance, quarterly federal cash transaction reports, semi-annual labor department standards report, annual minority business enterprise reports, annual section 3 compliance reports, monthly fair housing compliance, federal Integrated Disbursement and Information System compliance, title VI compliance, CDBG certification, IT security, GAO reporting, online reporting at federalreporting .gov, and daily project review.

Monitoring of Community Development **projects** require, but is not limited to, the following;

Environmental Review, financial reporting, Davis-Bacon Wage rate compliance, federal and local regulatory compliance, equal opportunity/fair housing regulations compliance, HUD national objective compliance, HUD performance measurement framework, contractor review/compliance, sub-grantee monitoring, eligibility requirement monitoring, LMI and federal regulations compliance, lead paint review, and energy star/green building review.

Annual Reports

(A Consolidated Plan for Community Development needs must be completed every 5 years)

Consolidated Annual Performance Evaluation Report (CAPER)

Annual Action Plan (AP)

AP Amendments

HOME grant application

ESG grant application

Federal Timeliness Report

Title VI

Semi Annual Reports

Section 3

HUD Davis-Bacon Labor Dept report 4710

Minority Business Enterprise report (MBE)

Quarterly Reports

Federal Cash Transaction report (FCT)

*Neighborhood Stabilization Program report (NSP)*

*CDBG-R report (ARRA funds)*

*Emergency Shelter Grant reports (ESG)*

*Monthly and Project Reports*

*HUD Field Office report*

*Department Summary reports*

*Environmental Reports*

*Davis Bacon Payroll reviews*

*IDIS (Integrated Disbursement and Information System) Federal  
finance reports, project reports and performance measurement  
reports.*

*Fair Housing reports as needed*

*Project set-up and progress reports*