

**Program Year Review Summary Table  
 Program Year 2009; (Fifth of Five Years)  
 City of DOWNEY  
 Major Program Areas**

|                                                                                                                         | Priority | 5 Year Goal    | 5 <sup>th</sup> Year Cumulative Accomplishments | Annual Goal    | Annual Accomplishment | Assessment (% of 5YR goal) |
|-------------------------------------------------------------------------------------------------------------------------|----------|----------------|-------------------------------------------------|----------------|-----------------------|----------------------------|
| <b>Decent Housing</b>                                                                                                   | high     |                |                                                 |                |                       |                            |
| owner (units)                                                                                                           |          | 265            | 298                                             | 58             | 59                    | 112.5%                     |
| AHP (units)                                                                                                             |          | 33             | 13                                              | 4              | 1                     | 39.4%                      |
| renter (units)                                                                                                          |          | 1,950          | 2,536                                           | 390            | 560                   | 130.1%                     |
| fair hsg. (persons)                                                                                                     |          | 1,500          | 1,965                                           | 357            | 379                   | 131.0%                     |
| code enf. (units)                                                                                                       |          | 1,600          | 2,687                                           | 500            | 541                   | 167.9%                     |
| Goal met, exceeded, or on target; grantee is a good performer in the program area                                       |          |                |                                                 |                |                       |                            |
| Goal not met; extenuating circumstances satisfactorily explained; grantee performance is satisfactory                   |          |                |                                                 |                |                       |                            |
| Strategic goals and objective not provided and/or not met; data and/or performance in the program area needs to improve |          |                |                                                 |                |                       |                            |
| <b>Continuum of Care</b>                                                                                                | high     |                |                                                 |                |                       |                            |
| trans. hsg. (persons)                                                                                                   |          | 38             | 86                                              | 10             | 25                    | 226.3%                     |
| supp. svc. (persons)                                                                                                    |          | not quantified | 188                                             | not quantified | 49                    | can not calculate          |
| Goal met, exceeded, or on target; grantee is a good performer in the program area                                       |          |                |                                                 |                |                       |                            |
| Goal not met; extenuating circumstances satisfactorily explained; grantee performance is satisfactory                   |          |                |                                                 |                |                       |                            |
| Strategic goals and objective not provided and/or not met; data and/or performance in the program area needs to improve |          |                |                                                 |                |                       |                            |
| <b>Suitable Living Environment</b>                                                                                      | high     |                |                                                 |                |                       |                            |
| pub. svc. (persons)                                                                                                     |          | 10,000         | 31,417                                          | 2,000          | 6,372                 | 314.2%                     |
| pub. fac. (projects)                                                                                                    |          | 4              | 6                                               | 2              | 3                     | 150%                       |
| Goal met, exceeded, or on target; grantee is a good performer in the program area                                       |          |                |                                                 |                |                       |                            |
| Goal not met; extenuating circumstances satisfactorily explained; grantee performance is satisfactory                   |          |                |                                                 |                |                       |                            |

| Strategic goals and objective not provided and/or not met; data and/or performance in the program area needs to improve |          |             |                                                 |             | Needs Improvement     |            |
|-------------------------------------------------------------------------------------------------------------------------|----------|-------------|-------------------------------------------------|-------------|-----------------------|------------|
| Strategic goals and objective                                                                                           | Priority | 5 Year Goal | 5 <sup>th</sup> Year Cumulative Accomplishments | Annual Goal | Annual Accomplishment | Assessment |
| <b>Economic Opportunity</b>                                                                                             | high     |             |                                                 |             |                       |            |
| comm. rehab. (units)                                                                                                    |          | 10          | 1                                               | 5           | 1                     | 10%        |
| job training (youth)                                                                                                    |          | 50          | 75                                              | 10          | 27                    | 150%       |
| Goal met, exceeded, or on target; grantee is a good performer in the program area                                       |          |             |                                                 |             |                       |            |
| Goal not met; extenuating circumstances satisfactorily explained; grantee performance is satisfactory                   |          |             |                                                 |             |                       |            |
| Strategic goals and objective not provided and/or not met; data and/or performance in the program area needs to improve |          |             |                                                 |             | Needs Improvement     | X          |

Decent Housing.

Overall affordable housing goals for both owners and renters realized more than adequate success in being achieved, with only one program (AHP) not meeting its 5-year goal. All other housing programs exceeded the goal established in the ConPlan. Grantee staff should review the housing need addressed by the AHP program and determine whether a goal is still warranted to be included in future ConPlans.

Continuum of Care.

Efforts should be made to quantify goals for *each* homeless program in future ConPlans/CAPERS to the extent possible to allow for a more accurate assessment of performance towards addressing homeless needs.

Suitable Living Environment.

No issues at this time.

Economic Opportunity.

There were accomplishments reported for both of the economic opportunity programs in PY 2009. While the accomplishments with the job training program are recognized, grantee staff should review the need and corresponding goal established for commercial rehabilitation to determine whether further attention to this specific need is warranted in future ConPlan/Action Plans.

**Program/Activity Eligibility; National Objective Population Targeting.**  
No issues at this time.

**Program Requirements - Maximum and Minimum Program Thresholds**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | total expenditures and obligations                | percentage                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|--------------------------------------|
| Planning & Administration                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$291,564/\$1,541,523                             | 18.91% (20 percent maximum)          |
| Public Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | \$234,033/\$1,519,753                             | 15.40% (15 percent maximum)**        |
| Primary Objective (overall benefit)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$813,030/\$813,030 (1 <sup>st</sup> yr of 3-yr.) | 100% (70 percent minimum)*           |
| Essential Services (ESG only)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | n/a                                               | (30 percent maximum)                 |
| Homeless Prevention (ESG only)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | n/a                                               | (30 percent maximum)                 |
| Operating Staff Costs (ESG only)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | n/a                                               | (10 percent salary maximum)          |
| Administration (ESG only)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | n/a                                               | (5 percent maximum)                  |
| Timeliness                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | .32                                               | 1.5 (recommended standard for April) |
| As applicable, activity caps and all program thresholds are in compliance with program rules.                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                   |                                      |
| The original CAPER submission contained calculations in error in one or more of the above areas. The Agency has submitted additional information documenting compliance in all areas.                                                                                                                                                                                                                                                                                                                                                                                     |                                                   |                                      |
| The following activity caps and or program thresholds are not in compliance with program rules. The grantee must take the steps outlined below to correct the deficiency.                                                                                                                                                                                                                                                                                                                                                                                                 |                                                   |                                      |
| The Grantee's current balance of funds is over the recommended program year standard for this point in the program year. We would encourage the Agency to take all relevant action to be in compliance with the 1.5 program year standard when the regulatory test is taken 60 days before the close of the program year. Failure to meet the standard will result in administrative sanctions which are the first step towards monetary penalties. The rate of expenditure on eligible activities must increase if the grantee wishes to avoid administrative sanctions. |                                                   |                                      |
| The grantee was previously identified as an untimely grantee and is currently under an expenditure plan. Expenditure rates continue to be low and we continue to be concerned that the grantee is at risk of losing CDBG funds in excess of the 1.5 program year standard.                                                                                                                                                                                                                                                                                                |                                                   |                                      |

X\*\*

**\*Multi-Year Overall Benefit Certification**

Grantee has a multi-year overall benefit certification (3 years covering PYs 2009, 2010, 2011)

**\*\*Public Service Cap**

A review of the Financial Summary Report submitted with the City's PY 2009 CAPER found that the 15 percent public service cap was exceeded by \$6,071. To resolve this issue, the City of Downey will either be subject to a reduced public service cap for the 2011 program year, since PY2010 is already underway, or be required to reimburse its Line of Credit in the amount of the PY2009 overage. *It is recommended that City staff review this issue and advise HUD of the preferred method of resolution.*

**Program Requirements - Narratives, Forms, or Reports**

|                                                       | yes | No |
|-------------------------------------------------------|-----|----|
| Evidence of compliance with MBE/WBE requirements      | X   |    |
| Documentation of match (HOME only)                    | X   |    |
| Affirmative Marketing Plan (HOME only)                | X   |    |
| Information regarding on-site inspections (HOME only) | X   |    |

**Commitment, CHDO Reservation, & Disbursement Timeframes in the HOME Program**

Data as of February 28, 2011 indicates that the appropriate annual HOME allocation has met the following:

|                                                                                                                            | yes | no |
|----------------------------------------------------------------------------------------------------------------------------|-----|----|
| Commitment (two year timeline; 2009 program year); last 24 months from calendar date of review                             | X   |    |
| CHDO Reservation (15 percent of current year allocation; 2009 program year). [last 24 months from calendar date of review] | X   |    |
| Disbursement timeframe (five year timeline; 2006 program year) [last 5 years from calendar date of review]                 | X   |    |

**Obligation & Expenditure Timeframes in the ESG Program N/A (not an ESG grantee)**

|                                                                                                                             | yes | No |
|-----------------------------------------------------------------------------------------------------------------------------|-----|----|
| Expenditure timeframe (24 month timeline; _____ program year) [24 months from HUD execution of most recent grant agreement] |     |    |

### **Single Audit Issues**

In addition to the typical areas reviewed during the annual single audit, we would highlight the following program areas for audit consideration:

Subrecipient Activity/Commercial Contracts. Examine the recipient's system for monitoring subrecipients and commercial contracts.

Activities/Objectives. Identify eligible activities funded with CDBG funds; test expenditure and related records; for selected activities, review documentation showing how national objectives are met.

Twenty percent Planning and Administration Cap. Ascertain the total amount of grant and program income. Review the financial records to determine the amount expended for planning and administration.

Environmental Review. Select a sample of projects on which expenditures have been made and determine whether environmental reviews have been performed in conformance with 24 CFR Part 58.34-35.

Acquisition and Relocation. Select a sample of completed projects involving acquisition of real property, particularly existing homeowner and rental property. Determine that property owners and/or tenants were provided with proper notices and compensation under the Uniform Relocation and Real Property Acquisition (URA) Act and Section 104(d).

**HOME PROGRAM**  
**SNAPSHOT WORKSHEET - RED FLAG INDICATORS**  
 Local Participating Jurisdictions with Rental Production Activities


Participating Jurisdiction (PJ): Downey State: CA

Group Rank: 17  
(Percentile)

State Rank: 75 / 93 PJs

Overall Rank: 13  
(Percentile)

Summary: **1** / Of the 5 Indicators are Red Flags

| FACTOR                              | DESCRIPTION                                                   | THRESHOLD* | PJ RESULTS | RED FLAG                                                                          |
|-------------------------------------|---------------------------------------------------------------|------------|------------|-----------------------------------------------------------------------------------|
| 4                                   | % OF COMPLETED RENTAL DISBURSEMENTS TO ALL RENTAL COMMITMENTS | < 77.87%   | 96.09      |                                                                                   |
| 5                                   | % OF COMPLETED CHDO DISBURSEMENTS TO ALL CHDO RESERVATIONS    | < 53.90%   | 53.27      |  |
| 6                                   | % OF RENTERS BELOW 50% OF AREA MEDIAN INCOME                  | < 70%**    | 80         |                                                                                   |
| 8                                   | % OF OCCUPIED RENTAL UNITS TO ALL RENTAL UNITS                | < 92.09%   | 95         |                                                                                   |
| "ALLOCATION-YEARS" NOT DISBURSED*** |                                                               | > 2.415    | 1.63       |                                                                                   |

\* This Threshold indicates approximately the lowest 20% of the PJs

\*\* This percentage may indicate a problem with meeting the 90% of rental units and TBRA provided to households at 60% AMI requirement

\*\*\* Total of undistributed HOME and ADDI funds through FY 2005 / FY2005 HOME and ADDI allocation amount. This is not a SNAPSHOT indicator, but a good indicator of program progress.

Source: Data entered by HOME Participating Jurisdictions into HUD's Integrated Disbursement and Information System (IDIS)

