



Program Year 202 1

Consolidation Annual Performance Evaluation Report (CAPER)

May 1, 2021 to April 30, 2022

CR-05 - Goals and Outcomes

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

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

The 2021 Consolidated Annual Performance and Evaluation Report (CAPER) provides an assessment of the City of Waukegan’s progress towards achieving the goals and objectives stated in the 2020-2024 Consolidated Plan and Annual Action Plan for the program period of May 1, 2021 to April 30, 2022. The City of Waukegan’s CDBG allocation was used to support various public services programs including those providing services to seniors, the homeless, children of victims of domestic violence, food pantries, legal services to affirmatively further fair housing, mental health services, immigration legal aid assistance and disabled persons and at risk youth. Other activities included emergency and substantial housing rehabilitation and public facilities improvements. The City continues to partner with the Lake County Consortium to enhance the CDBG funding application process.

During the 2021 Program Year, there was an amendment in which a reallocation of Waukegan Township Home Sweet Home Program totaling \$60,000 and prior year funding in the amount \$438,972.90 was distributed to several programs. Below highlights the detail of the amendment:

Agency	Program	Funding Source	Amendment Total
Waukegan Township	Home Sweet Home	CARES Act 3	(\$60,000) reallocated to the CARES Act Small Business Grant Program
City of Waukegan	Water Bill Relief Program	CDBG	\$100,000 reduced from \$150,305
City of Waukegan	Sidewalk Improvement Program	CDBG	\$277,852.05 carryover from prior years
City of Waukegan	Lead Line Replacement Program	CDBG	\$307,547.05 an addition \$277,852.05 was added to this program from

			carryover from prior years
City of Waukegan	Beach Accessibility Project	CDBG	\$106,625 an addition \$50,000 was added to this program from carryover from prior years
City of Waukegan	Victory Park Project	CDBG	\$25,000 carryover from PY2020 and spent during PY2021
City of Waukegan	CARES Act Small Business Grant Program	CARES Act 3	\$186,570 the Black Chamber of Commerce is no longer administering the program, the City is now administering the program. The additional \$60,000 from Waukegan Township has been added to this program. In addition, the program funding range is now \$5,000 to \$25,000.
City of Waukegan	Façade Improvement Program	CDBG	\$208,463 carryover from PY2020
City of Waukegan	CARES Act Administration	CARES Act 1	\$24,162.80 carryover from PY2019
	TOTAL		\$1,236,219.90

The Code Compliance Program was cancelled and the funding was reallocated toward activity programming for the 2022 Program Year Annual Action Plan. The Lead Line Replacement Program, Beach Accessibility Project, Carnegie Library Project, Sidewalk Improvement Program, the

Microenterprise Small Business Loan Program, CARES Act Small Business Grant Program, and the Facade Improvement Program will continue into the 2022 Program Year as activities in the annual Action Plan.

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
AM-1 Overall Coordination	Administration, Planning, and Management	CDBG: \$	Other	Other	10	0	0.00%	42685	0	0.00%
CD-1 Community Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15000	100120	667.47%	42685	100120	234.56%
CD-2 Public Services	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		357	0	0.00%

CD-2 Public Services	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	17655	0	0.00%			
CD-2 Public Services	Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	2480	0	0.00%			
CD-3 Accessibility	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		1200	0	0.00%
ED-1 Employment	Economic Development	CDBG: \$	Jobs created/retained	Jobs	0	0				
ED-2 Redevelopment	Economic Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	5	0	0.00%			
ED-2 Redevelopment	Economic Development	CDBG: \$	Businesses assisted	Businesses Assisted	0	0				
HO-1 Housing	Homeless	CDBG: \$	Homeless Person-Overnight Shelter	Persons-Assisted	2000	0	0.00%			
HO-1 Housing	Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds-added	Beds	0	0		930	0	0.00%

HO-2 Operation/Support	Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
HS-1 Housing Support	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	0	0				
HS-2 Housing Rehabilitation	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	50	0	0.00%	10	0	0.00%
HS-2 Housing Rehabilitation	Affordable Housing	CDBG: \$	Other	Other	50	0	0.00%			
SN-1 Housing	Non-Homeless Special Needs	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				
SN-2 Social Services	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		555	0	0.00%

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

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

The high priority goals identified in the 2020-2024 Consolidated Plan for the City of Waukegan receives CDBG funds to carry out its activities and programs. The following goals are the basis for the activities approved and funded in the 2021 Program Year Annual

Action Plan:

- **HS-1 Housing Support** – Assist low to moderate-income households to access decent, safe and sanitary housing that is affordable and accessible for sale through housing counseling and down payment/closing cost assistance with opportunity in close proximity to public transportation, employment, and community services
- **HS-2 Housing Rehabilitation** - Conserve and rehabilitate existing affordable housing units occupied by owners by addressing code violations, emergency repairs, and handicap accessibility.
- **HO-1 Housing** – Support the Continuum of Care's efforts to provide emergency shelter and transitional housing.
- **HO-2 Operation/Support** – Support social service programs, permanent supportive housing service programs, and facilities for the homeless and persons at-risk of becoming homeless.
- **SN-1 Housing** – Support an increase in the supply of decent, safe and sanitary housing that is affordable and accessible for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, persons with mental health needs, and persons with other special needs or rehabilitation of housing units.
- **SN-2 Social Services** – Support social service programs and facilities for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, persons with mental health needs, and persons with other special needs.
- **CD-1 Community Facilities and Infrastructure** – Improve the City's public facilities and infrastructure through rehabilitation, reconstruction, and new construction. Provide an opportunity for broadband access in conjunction with other projects.
- **CD-2 Public Services** – Invest in community services that promote and enhance targeted populations to improve quality of life.
- **CD-3 Accessibility** – Improve public and common use areas to be readily accessible and usable by persons with disabilities.
- **ED-1 Employment** – Support and promote job creation, retention, and employment training programs.
- **ED-2 Redevelopment** – Plan and promote the development, redevelopment, and revitalization by investing in economic growth initiatives to develop and promote small commercial business.
- **AM-1 Overall Coordination** – Provide program management and oversight for the successful administration of federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing activities, and compliance with all federal, state, and local laws and regulations.

Below highlight the funded organizations' accomplishments:

- A Safe Place – Emergency Shelter & Children's Program provided 82 shelter, counseling, advocacy, safety planning and

additional trauma-informed supportive services to children and families fleeing domestic violence.

- CASA Lake County – Legal Advocacy for Youth in Care recruited, trained and supported 246 citizen-volunteers to advocate for the best interests of abused and neglected children in courtrooms and communities who are in state protective care.
- ElderCare – Transportation for Older Adults to Age in Place provided 103 free door-through-door escorted transportation to and from medical appointments to older adults who lack other accessible options, grocery shopping service and friendly visits in an effort to maintain their social and physical wellbeing while aging in place with limited financial resources.
- The Josselyn Center – Psychiatric Clinic Services provided 52 comprehensive behavioral health services to include therapy, psychiatric services, case management, an employment service and art therapy to reduce the barriers to mental health for low-income Lake County residents including residents of color who live with structural and societal inequities.
- Little City Foundation – Lakeside Center supported 35 community day services for adults with intellectual and developmental disabilities who participate in programs through Little City's Lakeside Center.
- Northern Illinois Food Bank – Food Distribution Program provided 3,927 specific food assistance to seniors in Waukegan.
- North Suburban Legal Aid Clinic – Domestic Violence, Housing & Immigration Legal Aid provide pro bono legal services for 147 Waukegan residents in the areas of domestic violence, housing, and immigration.
- PADS Lake County – Day Resource Center served 564 individuals experiencing homelessness by providing shelter and food.
- Prairie State Legal Services – Public Benefits Legal Advocacy Project helped 48 low-income people with legal programs that impacted their ability to be safe from abuse, secure needed health care, stay in their home or apartment or get housing, maintain subsistence income, access needs-based government benefits like SNAP, Medicaid, SSI and home health care services and other urgent civil legal problems.
- Prairie State Legal Services – Fair Housing Program addressed issues for 13 residents in which an individual's fair housing rights have been violated.
- YouthBuild Lake County – YouthBuild provided academic and career training services to 19 young people in Waukegan.
- Zacharias Center – Sexual Assault Services for Children provided assistance for 27 persons who received comprehensive care for child survivors of sexual assault and their non-offending family members.
- Water Bill Relief Program helped 32 households with assistance to pay outstanding water bills at the point of shutoffs to assist households and businesses that are unable to pay rent and utilities due to the COVID-19 pandemic.
- Victory Park Project – Public Facilities Project partnered with Waukegan Park District in which the 9-acre park was completed with an ADA restroom, ADA paths, ADA parking, a new playground, a new fitness area, and a baseball diamond.
- CARES Act Small Business Grant Program provided funding to 2 small business owners located in the City of Waukegan to help them stabilize their businesses as a result of the COVID-19 pandemic.
- Housing Rehab Program - the City completed six (6) emergency rehabilitations and four (4) substantial rehabilitations for a

total of ten (10) housing rehabs during the program year.

As anticipated, some public services agencies experienced an impact on their ability to meet program objectives in PY2021 coming out of the aftermath of the COVID-19 pandemic. Some offices and services were still closed or limited in providing services in-person due to a shortage of staffing. Each of the agencies during this program year showed great flexibility and continued to provide essential services to the most vulnerable residents of Waukegan.

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
White	3,391
Black or African American	1,323
Asian	12
American Indian or American Native	9
Native Hawaiian or Other Pacific Islander	1
Black/African American & White	8
Other Multi-Racial	548
Total	5,292
Hispanic	1,711
Not Hispanic	3,581

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

Narrative

During the 2021 program year, activities implemented with CDBG funds benefited approximately 5,292 people. The beneficiaries based on area benefit are not accounted for in the chart above. In addition, the total number of families assisted does not include the programs that were funded by the CARES Act (CDBG-CV) allocation. The numbers are not calculating and populating correctly in the IDIS system.

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	1,714,373	505,572

Table 3 - Resources Made Available

Narrative

CDBG funds were used to support 12 public service agencies, the City’s Housing Rehabilitation Program, City’s Water Bill Relief Program, Public Facility Improvement Program, Economic Development Programs and Program Administration. The total projects cost was \$10,579,543 with CDBG contributing \$505,572 in entitlement funds and program income. Due to the COVID-19 pandemic, the City received a total of \$1,047,315 in CARES Act (CDBG-CV) funding in which we amended the 2019 Annual Action Plan to address the immediate needs of the community. To date \$603,938.28 of the \$1,047,315 have been expended to meet those needs and provide direct essential services.

During the application process, all applicants are required to identify and provide at least 25% of the project costs as leverage or match. All recipients exceeded this requirement. Waukegan’s leverage policy of the 25% or greater assures agencies and projects are not completely dependent on CDBG funding.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide Low-Mod	100	100	Entire area of the City

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City of Waukegan has not established specific geographic target areas. CDBG funds serve low to moderate income persons, citywide.

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.

Many sources of funding including the City budget, local lenders, private industry, corporate, foundation and government grants and citizen contributions as well as other sources helped make the various projects and the activities undertaken possible and ensured the benefit of those projects to Waukegan residents. All projects are required to demonstrate at least 25% leverage.

CR-20 - Affordable Housing 91.520(b)

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

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

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	10	10
Number of households supported through Acquisition of Existing Units	0	0
Total	10	0

Table 6 – Number of Households Supported

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

During this program period, the goal was to provide housing rehabilitation for 10 owner-occupied homeowners. Although the Housing Rehabilitation Program met its goal, the program continues to struggle with challenges such as the delay in allocation distribution, an available pool of contractors and the lack of qualified contractors. The Housing Rehabilitation Program

currently has 103 residents awaiting rehabilitation. City staff continues to market the program to contractors to build a pool of qualified contractors for the procurement process.

Discuss how these outcomes will impact future annual action plans.

The City continues to implement policies and procedures that will ensure positive and productive future outcomes. The goal of creating more affordable housing will continue to be a goal in future action plans. The City will continue to partner with Waukegan Housing Authority and other housing development agencies to address affordable housing outcomes.

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	8	0
Low-income	2	0
Moderate-income	0	0
Total	10	0

Table 7 – Number of Households Served

Narrative Information

During the program period, 10 owner-occupied households benefited from Housing Rehabilitation Program assistance. The City completed six (6) emergency rehabilitations and four (4) substantial rehabilitations, for a total of ten (10) housing rehabs during the program year. The chart above represents the income levels of the household served with emergency and substantial assistance. Currently, there are over 103 Waukegan homeowners waiting to receive assistance from the program. The list continues to grow every year throughout the program years.

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

Waukegan received requests and provided funding from agencies that provide supportive housing services. A Safe Place provides transitional housing for battered women and their children; PADS delivers shelter & supportive service to help stabilize individuals and families who are homeless or at risk of being homeless. These agencies provide supportive services which assists clients with transitional housing, emergency shelter and supportive services.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Lake County Community Development Division and City of Waukegan staff are active members of the Lake County Coalition for the Homeless and continues to maintain a strong relationship and meet regularly with homeless service providers, human service agencies, other local governments, and community representatives in an effort to provide effective and appropriate services to the homeless in Lake County. This gathering presents the opportunity to determine the needs of the homeless population and create a priority list for funding opportunities. The lead decision-making entity in this process is known as the Lake County Coalition for the Homeless (LCCH), which brings the expertise and experience of the groups listed above together. LCCH's relationship with the Community Development Commission (CDC) shows the tiered nature of the planning process, which helps to ensure that limited funds and other resources will be used in an appropriate manner.

The Lake County Coalition for the Homeless works on multiple levels to strengthen Lake County's Continuum of Care through the following:

- ongoing needs assessment and analysis;
- provision of technical assistance;
- increased stakeholder participation;
- development of strategies for addressing identified needs;
- monitoring of progress toward strategic objectives and action steps;
- coordination of various organizational structures related to homelessness; and
- coordination of the annual HUD CoC NOFA application.

Lake County continues to use Emergency Solutions Grants, Continuum of Care Grants, and Community Development Block Grant funds to support new and ongoing operations of critical community homeless services.

The complete Lake County Continuum of Care (CoC) strategy can be obtained from the Lake County Office of Planning and Development, 500 W. Winchester Road, Unit 101 Libertyville, IL 60048, (847) 377-2331.

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

The City partners with PADS Lake County which delivers shelter and supportive services to help stabilize individuals and families who are chronically homeless or at risk of being homeless. Collaboration with Prairie State Legal Services provides Waukegan residents facing discrimination negotiation/dispute resolution assistance where discrimination has been identified and confirmed through investigation and or testing to ensure there is no violation of the Fair Housing Act. The Fair Housing Act prohibits discrimination in the sale, rental, and financing of housing based on race, color, national origin, religion, sex, familial status, and disability. The act has two main purposes—prevent discrimination and reverse housing segregation. In addition, Prairie State Legal Services Public Benefits Advocacy Program serves extremely low income disabled persons who have legal issues that impact the ability of the household to meet their basic human needs for adequate housing including need-based government benefits such as Social Security Insurance and Medicaid. In addition to also ensure children with disabilities access the appropriate educational services to which they are entitled. Homeless prevention is addressed by partnering with various public service programs to address individuals who often face difficulties in maintaining self-sufficiency.

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

As members of the Lake County Coalition for the Homeless, the City of Waukegan staff along

with other member agencies have participated in ongoing efforts by the Coalition to assist the homeless population and address the issues they face.

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

Actions taken to address the needs of public housing

The actions to address the needs of public housing include the collaboration of both entities, the City of Waukegan and the Waukegan Housing Authority to focus on issues and solutions necessary to address the existing housing stock as it relates to low income families within the community. Throughout the years, the City of Waukegan has completed various facility improvement projects in conjunction with the Waukegan Housing Authority. In collaboration with Waukegan Housing Authority, Bear Development, and Lake County, the City invested its HOME allocation for the renovation of Barwell Manor, Ravine Terrace, and Armory Terrace public housing units. All projects are currently in various stages of renovation. The City contributed HOME funds in the amount of \$711,603 for Barwell Manor, \$484,548 for Armory Terrace, and \$190,935 for Ravine Terrace.

The Barwell Manor project is the redevelopment of a housing project originally constructed in 1963 into 120 unit mixed income housing complex. The anticipated completion date is 2023. The Waukegan Housing Authority has 874 housing choice vouchers and upon completion 120 mixed income units at the Barwell Manor site; 328 public housing units of which 25 are scattered sites throughout the City of Waukegan.

The Armory Terrace Project is 50 existing affordable housing units via a Rental Assistance Demonstration (RAD) transaction utilizing section 42 Low-Income Housing Tax Credits in the City of Waukegan. Armory is located near the intersection of Clearview and McAree Road at 1701-1719 McAree Road. The development consists of (9) two-story townhome style buildings, 1 community building, and 1 maintenance building. The unit breakdown is as follows: four (4) one bedrooms; twenty (20) two bedrooms; twenty-two (22) three bedrooms; and four (4) four bedrooms. Post conversion, all 50 public housing units will be converted through a RAD blend to receive RAD-PBRA subsidy and Section 8 subsidy. The scope of work includes the substantial rehabilitation of all (50) units. The community building will also be demolished and replaced with one central community building. On the exterior, rehabilitation is expected to include exterior façade and cosmetic improvements, masonry improvements, new roofs with updated gutters/downspouts, and updates to and repairs of parking lots and sidewalks. On the interior, the units will receive new mechanicals, windows, kitchen and bath fixtures, cabinets, flooring replacements, and wall paintings. The units will offer a standard kitchen appliance package (range, refrigerator, microwave) as well as dishwasher and in-unit laundry. Flooring throughout the units will be upgraded to vinyl plank to provide for a high quality, durable, great looking product.

The Ravine Terrace Project is the eight story elevator apartment building located to the west of the Waukegan Housing Authority at 200 S MLK Ave. It is an elderly development that includes 56 studios and 42 one bedroom apartments. Originally built in 1964, Ravine is a public housing development that will be converted to project based assistance via HUD's Rental Assistance Demonstration program (RAD). The scope of rehab includes making site and utility improvements, exterior improvements, addressing mechanical/electrical/plumbing systems and also updating the interior of the apartments to be attractive and modern.

In addition, the City Funds Prairie State Legal Services to ensure that low income and disabled residents are not denied public housing due to any form of discrimination.

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

The Waukegan Housing Authority maintains a Resident Council to encourage resident involvement in management. Each site has a Resident Council which acts as a liaison between the Housing Authority and the residents, voicing the concerns of the residents to the Housing Authority. There is a resident commissioner on the Board of Commissioners for public/citizen representation and involvement.

The Housing Authority encourages homeownership through the Family Self-Sufficiency Program. The Family Self-Sufficiency Program (FSS) is an employment and savings incentive program for low income families receiving assistance from the Housing Voucher Choice Program or Public Housing Program. The program offers case management services to help participants pursue and maintain educational, career and financial independence. An incentive component of the program includes an interest bearing escrow savings account which is established for the participants in which the participant's rental increases are deposited over the five-year contract period. The advantages to participation in the program are employment, financial and career education, child care, credit repair and escrow savings. Upon successful completion of the program, participants may withdraw funds from the escrow account achieving self-sufficiency. As tenants move through the program and show potential for homeownership, they are moved to the Housing Authority's scattered sites, where they obtain home maintenance experience. Upon completion of the Family Self-Sufficiency Program residents are referred to several partner agencies for homeownership opportunities.

Actions taken to provide assistance to troubled PHAs

Not applicable.

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

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

The City of Waukegan has supported several agencies that provide affordable housing options for its residents. Agencies such as Community Partners for Affordable Housing (CPAH) have been partners on developments that provide the various affordable housing options within the City. The City's public policy does not hinder the development of the affordable housing. The barrier to affordable housing in Waukegan is sufficient available funding sources. The City continues to seek partnerships that would foster the development of housing options. The City continues to administer the Housing Rehabilitation Program for qualified owner occupied homeowners to address code violations and life safety repairs.

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

Lack of sufficient funding is the primary obstacle to addressing underserved needs when it comes to public services and the 15% cap compulsory by HUD. Waukegan's CDBG office typically receives requests for up to four times the amount of funding that is available in a given year. Many qualified agencies are already in existence throughout Lake County, and calls are received each year from individuals who are interested in starting various types of social service agencies to meet specific needs. These individuals are added to our distribution list for notification of funding availability and training opportunities by the Consortium; thereby, informing them of the process Waukegan adheres to and allowing them the opportunity to apply for grants in the future. There are various existing agencies that help serve underserved needs; although, they do not receive funding from CDBG.

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

The City distributes the handout booklet "Protect Your Family from Lead in Your Home" to every participating household of the Housing Rehabilitation Program. CDBG staff has created a sign-off sheet for the file as proof of delivery of the booklet. Since January 1, 2003, a certified lead risk assessor has been used to analyze lead level on every substantial rehab project for the City of Waukegan. Currently, lead inspections are performed during the environmental review process of the housing rehabilitation programs and any issues discovered are addressed during the emergency or substantial rehabilitation project.

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

In an effort to reduce the number of families living below the poverty level, the City of Waukegan funds several public service agencies aimed at helping households become or remain self-sufficient.

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

The City relies on various methods to overcome gaps in the City's institutional structure and enhance coordination of service delivery. The City works throughout the year to increase institutional structure, with partner agencies and other City departments. The CDBG Department will meet with various City departments and with outside agencies to gain input on the annual needs, enhance coordination of services, prevent duplication of service, and resolve issues within the interagency institutional structure. Staff members provide technical assistance when requested on grant preparation and management. The City continues to utilize a Stakeholder Participation Panel (SPP) to review and make recommendations on public service grants. The CDBG staff works closely with the Building, Public Works and Planning and Zoning Departments throughout the year on various projects.

This Comprehensive Plan is the City's roadmap, which details a long-term vision and a policy agenda for critical issues including: land use, redevelopment, housing, economic development, infrastructure, transportation, parks and recreation, natural resources and more. Ultimately, the Plan answers the question, "What should Waukegan look like in 10 to 20 years and how do we get there?"

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

The City funded the Community Partners for Affordable Housing First Time Homebuyers Program with HOME funds. This program enables future low-income homeowners an interest-free federal loan as well as an opportunity to learn about the various components of purchasing and owning a house by attending the homebuyer's classes. Pre-purchase counseling helps to alleviate some of the risk that low and very low-income home buyers may experience as they purchase their first home. This counseling includes budgeting, home purchase, and home maintenance. There are more clients receiving this counseling than the number of recipients receiving down payment interest-free loans. Also, local lending institutions match the Community Partners for Affordable Housing's down payment amount with the same or greater match which enables more families to participate in the program.

Identify actions taken to overcome the effects of any impediments identified in the

jurisdictions analysis of impediments to fair housing choice. 91.520(a)

In partnership with Prairie State Legal Services(PSLS), the City has addressed the following actions to overcome the identified impediments to fairing housing. PSLS provided education and outreach, counseling and referrals, investigation and testing, negotiation and legal services, communication, marketing, and fundraising. During the program period, the agency received 69 cases implicating fair housing laws; conducted 11 housing tests, trained 7 new testers, and there are 39 active testers within PSLS volunteer pool to assist with future testing; provided 14 presentations to a total of 419 individuals on how to identify potential discrimination and understand rights and responsibilities; and distributed a total of 470 fair housing brochures. The agency also maintains social media sites such as Facebook and Twitter as a means of distributing information to the public. Most of the posts this program year dealt directly with the pandemic and its effects on fair housing.

CR-40 - Monitoring 91.220 and 91.230

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

The CAPER reflects the accomplishments and status of the City of Waukegan's activities under the CDBG program and other information concerning the state of Waukegan. CDBG funds are awarded by the U.S. Department of Housing and Urban Development (HUD) on a formula basis to entitlement communities. These communities carry out a wide range of community development activities directed toward neighborhood revitalization and the provision of improved community services and facilities. Entitlement communities develop their own programs and funding priorities but must give maximum feasible priority to activities which benefit low and moderate income persons or aid in the prevention or elimination of slums and blight. Activities may also be carried out which the community certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs. Activities, which do not meet one of the three National Objectives, may not be undertaken with CDBG funds.

Since 2003 the Consortium, Lake County, City of North Chicago, and the City of Waukegan teamed up to monitor agencies that are common to each entity; thereby, being more thorough and more efficient and less time consuming for both the Grantee and each subrecipient. The entities this year were able to monitor some agencies as a team.

CDBG staff keeps close contact with agencies receiving funds for projects and programs and steps are taken to ensure compliance with CDBG regulations. Upon receiving agreements for funding, CDBG staff coordinates with subrecipients on the frequency of status reports. Quarterly reports are required. Information to be provided in these reports include the accomplishments toward goals set prior to program or the project for the specified period as well as any difficulties, problems, delays or obstacles encountered and what actions were taken to overcome them. In addition to the reports, agencies are required to document demographic information pertaining to the clients they are serving. These are then reviewed and compared to information provided by the initial application to ensure compliance with CDBG regulations and that there are no inflated goals in order to receive funding.

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.

The City of Waukegan held several meetings throughout the program year including committee meetings, council meetings, Stakeholder Participation Panel (SPP) meetings, and public hearings in 2021. These meetings were publicized through newspaper advertisements, various social media outlets, and the City of Waukegan CDBG website. Citizen comments throughout the year have been very supportive of the efforts made to distribute funding appropriately. Technical assistance is available and has been used regarding grant applications and grant management.

The City of Waukegan CDBG Program continues to maintain a panel of volunteers, the Stakeholders Participation Panel (SPP), composed of Waukegan residents whose purpose is to assist the CDBG office in identifying community assets and needs and finding ways to capitalize on the community's assets to meet the identified priority needs.

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.

The City continues to work to improve systems and processes to administer and maximize the benefit of the CDBG allocation for its residents.

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

No.

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

None.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	1	0	0	0	0
Total Labor Hours	240				
Total Section 3 Worker Hours	80				
Total Targeted Section 3 Worker Hours	40				

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
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.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

None.