



Governor Steve Bullock

# State of Montana

## Consolidated Annual Performance & Evaluation Report

April 1, 2018 through March 31, 2019



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# Consolidated Annual Performance & Evaluation Report

## Introduction

Montana Departments of Commerce (Commerce) and Public Health and Human Services (DPHHS) receive annual U.S. Department of Housing and Urban Development (HUD) funding for the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and National Housing Trust Fund (HTF) programs. Funding through these programs is a key component to organizations struggling to obtain scarce funding to serve households at or below 80% of area median income (AMI). As demonstrated in this 2018-2019 Consolidated Annual Performance Evaluation Report (CAPER), these programs have been a critical funding source for constructing senior and health facilities in rural areas; developing housing facilities to assist disadvantaged populations; supporting economic opportunities for low- and moderate-income (LMI) beneficiaries; and providing clean water and sanitary sewer to support the growth of vital, resilient communities across Montana.

The State of Montana's CAPER serves as the report to HUD regarding the outcome of the goals and objectives with the resources made available through the CDBG, HOME, ESG, and HTF programs during the 2018-2019 Annual Action Plan and the 2015-2020 Montana Consolidated Plan for Housing and Community Development (Consolidated Plan). The 2018-2019 Annual Action Plan and the 2015-2020 Consolidated Plan comprehensively fulfill three basic goals in Montana: provide decent housing, provide a suitable living environment, and expand economic opportunities. The 2018-2019 Annual Action Plan summarizes the actions Montana will take to support the strategic goals identified in the 2015-2020 Consolidated Plan during the plan's fourth year, which is April 1, 2018, through March 31, 2019. The CAPER identifies the accomplishments of the CDBG, HOME, ESG, and HTF programs through detailed reports or spreadsheets and narrative.

Commerce and DPHHS have evaluated their performance in previous CAPERs for the 2015-2020 Consolidated Plan. All information relevant to the 2015-2020 Consolidated Plan is reported in the HUD Integrated Data Information System (IDIS), which interfaces with the eCon Planning Suite. IDIS and the eCon Planning Suite establish the format and manner in which data is collected and reported in all Consolidated Plan documents. The 2018-2019 CAPER is the fourth CAPER presented for the 2015-2020 Consolidated Plan, and accompanying documents, and is in the eCon Planning Suite format prescribed by HUD. This new format heavily relies on reports and spreadsheets specifically established electronically and derives its results from the objectives and outcomes specifically established in the 2018-2019 Annual Action Plan. This format allows this,

and each future, CAPER to report on specific information for each year's Annual Action Plan and include an evaluation of past performance through measurable goals and objectives compared with actual performance. The award of federal funds, for programs reported in this document, occurred well into the state's program year (April 1, 2018 to March 31, 2019). The state received its federal funding agreement in late October 2018, which delayed the implementation and award of funds for the state's program year. As a result, some program awards occurred after the ending of the state's program year but will be reported in the 2019-2020 CAPER to ensure that interested parties are aware of the distribution of funds awarded in this program year. Additionally, within this document there is data to augment the prepopulated tables from IDIS; this additional data is combined with the eCon Planning Suite prepopulated data in the cumulative tables, and other information or tables have been added to continue to report additional program accomplishments tracked by the state.

The State of Montana's CAPER references various IDIS reports, which the State uses to report accomplishments and progress made towards meeting established goals. These reports, which summarize project-level data for each program, are available and will be provided to the public and other stakeholders upon request.

## 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 2018-2019 Annual Action Plan established five goals using the available resources from CDBG, HOME, HTF, and ESG funds that would address needs across the state. Programs have begun to award funds to project activities that will address the five goals established in the 2018-2019 Annual Action Plan. Commerce planned to devote funds to each of the following goals:

- 15.1% of CDBG funds, 73.9% of HOME funds, and 66.7% of HTF funds to Preserve and Construct Affordable Housing;
- 7.9% of CDBG funds to Plan for Communities;
- 36.6% of CDBG funds to Improve and Sustain Public Infrastructure;
- 28.5% of CDBG funds to Revitalize Local Economies; and
- 7.2% of CDBG funds, 16.1% of HOME funds, 100% of ESG funds, and 23.33% of HTF funds to Reduce Homelessness.

Actual expenditures for Plan Year Four for both CDBG and HOME totaled \$8,461,485.54. These expenditures primarily include funding from past years. Once CDBG and HOME funds are awarded, construction activities and expenditures typically begin within 12 to 15 months. Projects take two to four years to complete before the accomplishments associated with those expenditures are reported. Therefore, the annual CAPER reporting includes project expenditures and accomplishments from previous fiscal years and goals and objectives from previous Annual Action Plans.

In addition, the program awards and activities were delayed due to federal funding delays and awards made after the state's program year (April 1, 2018 to March 31, 2019) will be reported in future CAPERs. The state received applications from eleven (11) applicants for the 2018 Housing Trust Fund application cycle. Funding was awarded in December of 2018 to five (5) applicants: Homeward, Inc., Lake County Community Housing Organization, Missoula Housing Authority, Rocky Mountain Development Council, and St. John's Lutheran Ministries. The application process for HTF was updated during the program year. Since the initial launch of the HTF program in 2016, federal guidance, feedback from interested parties, and updates to internal processes have provided insight as to how to improve the administration of the program to better assist

applicants and grantees. Commerce has hired a consultant to provide technical assistance that will help implement these steps.

Commerce, through the CDBG and HOME programs, has made progress towards the goals and objectives identified in the 2015-2020 Consolidated Plan and 2018-2019 Annual Action Plan. Commerce awarded CDBG and HOME funds during the 2018-2019 Annual Action Plan year to activities that addressed all five goals.

The first goal, Preserve and Construct Affordable Housing, expended \$4,477,919.51 in CDBG and HOME resources combined, which provided assistance to seventy-eight (78) eligible households across the state with rental developments or homebuyer financial assistance. The second goal, Plan for Communities, expended \$568,767.90 in CDBG resources, which provided assistance to fifteen (15) local governments with planning activities to address various land use planning and project specific planning needs across the state to assist with long term development. The third goal, Improve and Sustain Public Infrastructure, expended \$2,983,267.13 in CDBG resources and assisted 188,895 income-eligible persons with new or improved access to vital public infrastructure. The fourth goal, Revitalize Local Economies, expended \$354,618.00 in CDBG resources and assisted three (3) businesses to create or retain seventy-eight (78) jobs that will benefit income-eligible businesses or individuals. Lastly, with the fifth goal, Reduce Homelessness, the state assisted homeless individuals with \$842,662.20 of ESG funds for housing and services across the state. During the report period, HTF awarded funds to a project that will reduce homelessness, but no funds were expended during the program year; CDBG and HOME did not receive an application from any eligible applicant to complete work related to reducing homelessness.

Montana communities most often use CDBG, HOME, and HTF funds in combination with other federal, state, or local funds to serve the needs of income-eligible households through projects that address all the goals listed above. Eligible applicants prepare planning documents that better identify the communities' highest priority needs and the types of development that need to occur in the community to meet these needs. As determined at the local level, applicants frequently apply with partner organizations, for CDBG, HOME, and HTF funding for projects with a high priority need and are supported within the community. Commerce does not dictate which applicants apply or which projects are submitted for funding; applications vary from year to year and the sum of submissions may not result in meeting exactly the planned goals or objectives.

ESG assisted a total of 1,133 individuals, spending \$360,432.03 to serve 520 individuals through Homeless Prevention activities and \$371,045.49 to serve 567 individuals through Rapid Rehousing activities which included Case Management, Rental Assistance, Rental Arrears,

Security Deposit payments, and other expenditures for housing relocation and stabilization services. One subrecipient spent \$5,416.86 to assist their area’s women’s domestic violence shelter, which serves 46 individuals through essential services and operations support. While one subrecipient has very effectively and consistently used a portion of ESG to fund their area’s coordinated assessment and assistance system, other ESG subrecipients have set up their coordinated entry systems and are using ESG in combination with other area funds to cover expenses.

*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.*

As stated earlier, the CDBG, HOME, and HTF programs do not prescribe the location or type of activities that are submitted by local communities across the state, therefore, some goals were not met due to the lack of applications received to address a specific goal. Commerce based the 2018-2019 Annual Action Plan goals on the historical awards and activities completed with program funding.

Helping an individual secure stable housing to prevent homelessness or rehouse someone who is homeless or at risk of homelessness requires more than one-time support and more intensive case management. Therefore, ESG subrecipients are finding it necessary to spend more funds per client assisted than anticipated and are not able to help as many individuals as planned.

Table 1 – Accomplishments – Program Year & Strategic Plan to Date, shows both Plan Year Four data as well as cumulative data for the 2015-2020 Consolidated Plan. The first three data columns (Expected – Strategic Plan, Actual – Strategic Plan, and Percent Complete) reflect the first four program years of the 2015-2020 Consolidated Plan. Data is drawn from Commerce-specific sources and IDIS reports PR23 Home Disbursements and Unit Completions and PR23 Count of CDBG Activities with Disbursements by Activity Group & Matrix Code.

The last three data columns (Expected – Program Year, Actual – Program Year, and Percent Complete) reflect the most recent completed program year (Plan Year Four) of the 2015-2020 Consolidated Plan. Data is drawn from IDIS reports PR23 HOME Disbursements and Unit Completions and PR23 Count of CDBG Activities with Disbursements by Activity Group & Matrix Code. No data is reported for HTF as projects have not been completed during Plan Year Four.



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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Improve and Sustain Public Infrastructure	Non-Housing Community Development	CDBG: \$2,000,000	Public Facility or Infrastructure Activities Other than Low/Moderate Income Housing Benefit	Persons Assisted	5,000	202,303*	4046.06%	2,000	188,895	9,444.75%
Improve and Sustain Public Infrastructure	Non-Housing Community Development		Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	100	0	0.00%	20	0	0.00%
Plan for Communities	Non-Housing Community Development	CDBG: \$500,000	Other	Other: Communities Assisted	10	21	210.00%	10	7	70.00%
Preserve and Construct Affordable Housing	Affordable Housing	CDBG: \$1,000,000 HOME: \$2,000,000 National Housing Trust Fund (NHTF): \$3,000,000	Rental units constructed	Household Housing Unit	125	191*	152.80%	25	16	64.00%
Preserve and Construct Affordable Housing	Affordable Housing		Rental units rehabilitated	Household Housing Unit	125	22	17.60%	20	0	0.00%
Preserve and Construct Affordable Housing	Affordable Housing		Homeowner Housing Added	Household Housing Unit	25	0	0.00%	2	0	0.00%
Preserve and Construct Affordable Housing	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	20	2*	10.00%	4	1	25.00%
Preserve and Construct Affordable Housing	Affordable Housing		Direct Financial Assistance to Homebuyers	Households Assisted	250	200*	80.00%	50	61	122.00%
Reduce Homelessness	Homeless	CDBG: \$450,000 HOME: \$500,000 ESG: \$842,662 National Housing Trust Fund (NHTF): \$700,000	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	3,000	1,421*	47.37%	600	567	94.50%
Reduce Homelessness	Homeless		Homeless Person Overnight Shelter	Persons Assisted	600	2,072*	345.33%	120	46	38.33%
Reduce Homelessness	Homeless		Overnight / Emergency Shelter / Transitional Housing Beds added	Beds	23	18*	78.26%	5	0	0%
Reduce Homelessness	Homeless		Homelessness Prevention	Persons Assisted	3,000	2,829*	94.30%	600	520	86.67%
Reduce Homelessness	Homeless		Housing for Homeless added	Household Housing Unit	50	42*	84.00%	15	0	0%

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Revitalize Local Economies	Non-Housing Community Development	CDBG: \$1,788,226	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	3	62	2,066.67%	3	0	0.00%
Revitalize Local Economies	Non-Housing Community Development		Façade treatment / business building rehabilitation	Business	5	0	0.00%	1	0	0.00%
Revitalize Local Economies	Non-Housing Community Development		Brownfield acres remediated	Acre	3	0	0.00%	0	0	0.00%
Revitalize Local Economies	Non-Housing Community Development		Jobs created / retained	Jobs	100	547*	547.00%	15	78	520.00%
Revitalize Local Economies	Non-Housing Community Development		Businesses assisted	Businesses Assisted	20	0	0.00%	4	0	0.00%

\*A combination of Commerce-specific sources and data reported in the eCon Planning Suite to produce a cumulative total.

*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.*

As stated above, the 2018-2019 Annual Action Plan identified the following five goals:

- Preserve and Construct Affordable Housing
- Plan for Communities
- Improve and Sustain Public Infrastructure
- Revitalize Local Economies
- Reduce Homelessness

As reflected in Table CR-05A, the CDBG, HOME, and HTF programs funded and initiated project activities during Plan Year Four in communities across the state that will assist income-eligible populations once the activities are completed. This table reflects the CDBG activities that were reported on the Timely Distribution Report, submitted to HUD. The table below is a Commerce-specific table which contains information for grants that have been awarded in the program year.

**Table CR-05A – Projects Awarded During Plan Year 2018-2019**

Applicant	County	Funds Awarded	Program Type	Annual Action Plan Goal	Project Description
Beaverhead County	Beaverhead	\$262,100	CDBG	Improve and Sustain Public Infrastructure	Water system improvements
Boulder, City of	Jefferson	\$13,000	CDBG	Plan for Communities	Planning (Comprehensive Capital Improvements Plan)
Bozeman, City of	Gallatin	\$25,000	CDBG	Plan for Communities	Planning (Affordable Housing Needs Assessment and Strategic Plan)
Broadwater County	Broadwater	\$30,000	CDBG	Plan for Communities	Planning (Growth Policy Update, Comprehensive Capital Improvements Plan, Floodplain Ordinance Update)
Butte-Silver Bow City-County	Butte-Silver Bow	\$30,000	CDBG	Plan for Communities	Planning (Preliminary Architectural Report)
Butte-Silver Bow City-County	Butte-Silver Bow	\$200,000	CDBG	Reduce Homelessness	Emergency shelter and operational assistance for homeless persons
Carbon County	Carbon	\$450,000	CDBG	Improve and Sustain Public Infrastructure	Wastewater system improvements
Cascade County	Cascade	\$450,000	CDBG	Improve and Sustain Public Infrastructure	Wastewater system improvements
Colstrip, City of	Rosebud	\$30,000	CDBG	Plan for Communities	Planning (Growth Policy Update)

**Table CR-05A – Projects Awarded During Plan Year 2018-2019**

<b>Applicant</b>	<b>County</b>	<b>Funds Awarded</b>	<b>Program Type</b>	<b>Annual Action Plan Goal</b>	<b>Project Description</b>
Eureka, Town of	Lincoln	\$450,000	CDBG	Improve and Sustain Public Infrastructure	Wastewater system improvements
Eureka, Town of	Lincoln	\$31,000	CDBG	Plan for Communities	Planning (Growth Policy, Strategic Plan Update, Capital Improvements Plan)
Harlowton, City of	Wheatland	\$450,000	CDBG	Improve and Sustain Public Infrastructure	Water system improvements
Jefferson County	Jefferson	\$38,000	CDBG	Plan for Communities	Planning (Comprehensive Capital Improvements Plan)
Lincoln County	Lincoln	\$30,500	CDBG	Plan for Communities	Planning (Growth Policy Update, Comprehensive Economic Development Strategy Update)
Livingston, City of	Park	\$50,000	CDBG	Plan for Communities	Planning (Impact Fee Study Update)
Mineral County	Mineral	\$20,000	CDBG	Plan for Communities	Planning (Walkability Master Plan)
Petroleum County	Petroleum	\$35,000	CDBG	Plan for Communities	Planning (Preliminary Architectural Report)
Powder River County	Powder River	\$50,000	CDBG	Plan for Communities	Planning (Growth Policy Update)
Powell County	Powell	\$9,000	CDBG	Plan for Communities	Planning (Development Regulations Update)
Rosebud County	Rosebud	\$50,000	CDBG	Plan for Communities	Planning (Feasibility Study)
Sanders County	Sanders	\$18,000	CDBG	Plan for Communities	Planning (Comprehensive Capital Improvements Plan Update)
Shelby, City of	Toole	\$450,000	CDBG	Improve and Sustain Public Infrastructure	Storm water system improvements
Shelby, City of	Toole	\$18,000	CDBG	Plan for Communities	Planning (Historic Preservation)
Thompson Falls, City of	Sanders	\$450,000	CDBG	Improve and Sustain Public Infrastructure	Construction to revitalize a blighted property into Ainsworth Field Park
Thompson Falls, City of	Sanders	\$22,500	CDBG	Plan for Communities	Planning (Growth Policy)
Hardin, City of	Big Horn	\$346,654	CDBG-ED	Revitalize Local Economies	Equipment purchases for Big Horn Hospital
Lewis & Clark County	Lewis & Clark County	\$400,000	CDBG-ED	Revitalize Local Economies	Working capital for inventory and support operations
Lewistown, City of	Fergus	\$135,000	CDBG-ED	Revitalize Local Economies	Training for the startup business Central Feed Grilling Co.
Mineral County	Mineral	\$204,892	CDBG-ED	Revitalize Local Economies	Construction to expand the Superior Meats building; equipment purchase

**Table CR-05A – Projects Awarded During Plan Year 2018-2019**

<b>Applicant</b>	<b>County</b>	<b>Funds Awarded</b>	<b>Program Type</b>	<b>Annual Action Plan Goal</b>	<b>Project Description</b>
Phillips County	Phillips	\$300,000	CDBG-ED	Revitalize Local Economies	Construction to rehabilitate the Malta Opportunities, Inc., building
Stillwater County	Stillwater County	\$400,000	CDBG-ED	Revitalize Local Economies	Equipment purchase for business expansion.
Deer Lodge, City of	Powell	\$173,270	HOME	Preserve and Construct Affordable Housing	New construction of Cottonwood Creek, a 21-unit rental development for income-eligible households (7 HOME-assisted units)
Glasgow, City of	Valley	\$492,000	HOME	Preserve and Construct Affordable Housing	Construction to rehabilitate a 5-story, 100-unit senior retirement residence (10 assisted units)
Great Northern Development Corporation	Roosevelt	\$840,000	HOME	Preserve and Construct Affordable Housing	Acquisition and rehabilitation of Roosevelt Villas, two 8-unit apartment complexes providing affordable rents to low-income households (8 assisted units)
Homeword, Inc.	Flathead	\$862,307	HOME	Preserve and Construct Affordable Housing	New construction of Alpenglow, a 38-unit rental development for income-eligible households (11 HOME-assisted units)
Rocky Mountain Development Council	Lewis & Clark	\$750,000	HOME	Preserve and Construct Affordable Housing	New construction of Red Alder Residences, an 85-unit rental development for income-eligible households (8 HOME-assisted units)
Homeword, Inc.	Flathead	\$630,000	HTF	Preserve and Construct Affordable Housing	New construction of Alpenglow, a 38-unit rental development for income-eligible households (3 HTF-assisted units)
Lake County Community Housing Organization	Lake	\$923,000	HTF	Preserve and Construct Affordable Housing	New construction of Meadowlark Vista, a 24-unit rental development for income-eligible households (6 assisted units)
Missoula Housing Authority	Missoula	\$991,000	HTF	Reduce Homelessness	New construction of Cornerstone Apartments, a 12-unit rental development for homeless households (12 assisted units)
Rocky Mountain Development Council	Lewis & Clark	\$1,950,000	HTF	Preserve and Construct Affordable Housing	New construction of Red Alder Residences, an 85-unit rental development for income-eligible households (11 HTF-assisted units)
St. John's Lutheran Ministries	Yellowstone	\$1,321,000	HTF	Preserve and Construct Affordable Housing	Demolition and new construction of Chapel Court, a 54-unit housing project for seniors (8 assisted units)

## 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)

**Table 2 – Table of Assistance to Racial and Ethnic Populations by Source of Funds**

	CDBG	HOME	HOPWA	ESG	HTF
White	173,967	72	0	746	0
Black or African American	407	1	0	30	0
Asian	1,065	0	0	2	0
American Indian or American Native	2,096	4	0	274	0
Native Hawaiian or Other Pacific Islander	116	0	0	8	0
Other	1,944	0	0	59	0
Not Identified	9,379	0	0	14	0
<b>Total</b>	<b>188,974</b>	<b>77</b>	<b>0</b>	<b>1,133</b>	<b>0</b>
Hispanic	2,070	2	0	76	0
Not Hispanic	173,967	75	0	1,052	0
Not Identified	12,937	0	0	5	0

### Narrative

The CDBG, HOME, HTF, and ESG programs assisted persons from various racial and ethnic backgrounds during Plan Year Four. 174,785 assisted individuals identified as White; 438 assisted individuals identified as Black or African American; 1,067 assisted persons identified as Asian; 2,374 assisted individuals identified as American Indian or American Native; and 124 assisted individuals identified as Native Hawaiian or Other Pacific Islander. 175,094 of the assisted individuals identified their ethnic background as Not Hispanic and 2,148 assisted individuals identified as Hispanic. Ethnic and racial data collected from completed CDBG projects did not interface correctly between Commerce’s collection and IDIS report. The demographic data provided in Table 2 is drawn from IDIS and the eCon Planning Suite. These numbers are for the projects completed during Plan Year Four and are not cumulative for the 2015-2020 Consolidated Plan. All racial and ethnic information is reported at project completion. Since there have not been projects completed for the HTF Program during Plan Year Four, no data is entered in Table 2.

Because the State of Montana’s HOPWA funds are provided via competitive award and not through a formula grant, HOPWA data is not included in Table 2. HOPWA data for competitive awards is presented in a separate report, the HOPWA Annual Progress Report (APR).

## CR-15 – Resources and Investments 91.520(a)

### Identify the resources made available

Table 3 – Resources Made Available, reflects Plan Year Four and the previous plan years' combined resources that were not awarded or drawn.

Table 3 – Resources Made Available

Sources of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Public/Federal	\$7,826,521	\$4,138,481.65
HOME	Public/Federal	\$4,206,687	\$4,323,003.89
HOPWA	Public/Federal		
ESG	Public/Federal	\$677,704	\$842,662.20
HTF	Public/Federal	\$7,300,000	\$0.00

### Narrative

During the 2018-2019 program year, the HOME program received an allocation of \$3,106,687. Utilizing resources made available, the HOME program awarded a total of \$3,117,577 to five (5) multi-family rental projects as follows: \$173,270 to the City of Deer Lodge for Cottonwood Creek Apartments; \$492,000 to the City of Glasgow for Nemont Manor; \$840,000 to the Great Northern Development Corporation for Roosevelt Villas; \$862,307 to Homeword, Inc., for Alpenglow Apartments; and \$750,000 to Rocky Mountain Development Council for Red Alder Apartments. In addition, \$600,000 in HOME funds were designated to provide down payment assistance to first-time homebuyers through three entities: Human Resource Development Council 9, the City of Missoula, and NeighborWorks Montana. It should be noted that HOME's resources made available exceed the received allocation because it includes the annual allocation, carryover from previous years, and receipted program income. Program income receipted during the previous Plan Year was not drawn until the start of Plan Year Four which resulted in more funds expended than made available.

During the 2018-2019 program year, the HTF program received an allocation of \$3,000,000. Utilizing resources made available, the HTF program awarded a total of \$5,815,000 to five (5) projects as follows: \$630,000 to Homeword, Inc., for Alpenglow Apartments; \$923,000 to Lake County Community Housing Organization for Meadowlark Vista Apartments; \$991,000 to Missoula Housing Authority for Cornerstone Apartments; \$1,950,000 to Rocky Mountain Development Council for Red Alder Residences; and \$1,321,000 to St. John's Lutheran Ministries

for Chapel Court. It should be noted that HTF’s resources made available exceed the received allocation, which is a result of carryover from the previous plan years.

During the 2018-2019 program year, the CDBG program received an allocation of \$6,276,521. Utilizing resources made available, the CDBG program awarded a total of \$5,448,646 to thirty-one (31) projects ranging from planning to public infrastructure improvements and training for economic revitalization (see Table CR-05A for project details).

Because the State of Montana’s HOPWA funds are provided via competitive award and not through a formula grant, HOPWA data is not included in Table 3. HOPWA data for competitive awards is presented in a separate report, the HOPWA APR.

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

**Table 4 – Identify the Geographic Distribution and Location of Investments**

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

***Narrative***

As described in the 2015-2020 Consolidated Plan and the 2018-2019 Annual Action Plan, Commerce does not target any particular geographic area for special assistance but will allow any non-entitlement community to apply for CDBG and all communities and other eligible entities to apply for HOME and HTF program funding, dependent on eligible activities. While there is no geographical distribution planned in the 2015-2020 Consolidated Plan or 2018-2019 Annual Action plan, Table CR-15A does provide a lookback at the awards made for the CDBG, HTF, and HOME Program funds by County during the 2018-2019 program year and cumulatively for the 2015-2020 Consolidated Plan period. The table applies a percentage allocation specific to each geographic area. Of the fifty-six (56) counties in Montana, forty-six (46) have received CDBG, HOME, or HTF, or a combination of funding during the 2015-2020 Consolidated Plan period.



**Table CR-15A – Project Geographic Distribution and Percentage of Allocation for CDBG, HOME, and HTF**

County	2015-2016 Funded Amount	2015- 2016 % of Allocation	2016-2017 Funded Amount	2016- 2017 % of Allocation	2017-2018 Funded Amount	2017- 2018 % of Allocation	2018-2019 Funded Amount	2018- 2019 % of Allocation	2015-2020 Total Funded	2015-2020 Total % of Allocation
Anaconda-Deer Lodge	\$675,000	7.77	\$22,000	0.25	\$1,400,000	11.93			\$2,097,000	5.04
Beaverhead					\$294,000	2.50	\$262,100	2.12	\$556,100	1.34
Big Horn	\$478,140	5.51					\$346,654	2.80	\$824,794	1.98
Blaine			\$30,000	0.34					\$30,000	0.07
Broadwater							\$230,000	1.86	\$1,567,500	3.77
Butte-Silver Bow	\$37,500	0.43	\$350,000	3.97	\$950,000	8.09	\$30,000	0.24	\$1,367,500	3.29
Carbon	\$471,000	5.42					\$450,000	3.63	\$921,000	2.21
Carter			\$25,000	0.28					\$25,000	0.06
Cascade	\$161,000	1.85					\$450,000	3.63	\$611,000	1.47
Chouteau			\$25,000	0.28	\$800,000	6.82			\$825,000	1.98
Custer	\$420,100	4.84	\$30,000	0.34					\$450,100	1.08
Daniels	\$10,000	0.12							\$10,000	0.02
Dawson			\$25,000	0.28					\$25,000	0.06
Fallon	\$22,500	0.26	\$25,000	0.28					\$47,500	0.11
Fergus			\$35,000	0.40			\$135,000	1.09	\$170,000	0.41
Flathead	\$437,459	5.04	\$230,465	2.61			\$1,492,307	12.05	\$2,160,231	5.19
Gallatin	\$780,000	8.98	\$832,000	9.44	\$750,000	6.39	\$25,000	0.20	\$2,387,000	5.74
Garfield			\$400,000	4.54					\$400,000	0.96
Glacier			\$400,000	4.54					\$400,000	0.96
Golden Valley*										0.00
Granite*										0.00
Hill	\$790,000	9.10	\$461,000	5.23					\$1,251,000	3.01
Jefferson	\$15,000	0.17					\$51,000	0.41	\$66,000	0.16

**Table CR-15A – Project Geographic Distribution and Percentage of Allocation for CDBG, HOME, and HTF**

County	2015-2016 Funded Amount	2015- 2016 % of Allocation	2016-2017 Funded Amount	2016- 2017 % of Allocation	2017-2018 Funded Amount	2017- 2018 % of Allocation	2018-2019 Funded Amount	2018- 2019 % of Allocation	2015-2020 Total Funded	2015-2020 Total % of Allocation
Judith Basin			\$25,000	0.28					\$25,000	0.06
Lake	\$450,000	5.18	\$30,000	0.34			\$923,000	7.45	\$1,403,000	3.37
Lewis & Clark	\$18,300	0.21	\$510,000	5.79	\$1,177,344	10.03	\$3,150,000	25.44	\$4,855,644	11.67
Liberty*										0.00
Lincoln							\$511,500	4.13	\$511,500	1.23
McCone	\$450,000	5.18			\$450,000	3.83			\$900,000	2.16
Madison	\$437,388	5.04	\$20,000	0.23					\$457,388	1.10
Meagher	\$18,000	0.21							\$18,000	0.04
Mineral			\$570,000	6.47			\$224,892	1.82	\$794,892	1.91
Missoula	\$1,450,000	16.70	\$373,770	4.24			\$991,000	8.00	\$2,814,770	6.76
Musselshell	\$483,750	5.57			\$450,000	3.83			\$933,750	2.24
Park	\$28,000	0.32			\$850,000	7.24	\$50,000	0.40	\$928,000	2.23
Petroleum	\$22,500	0.26					\$35,000	0.28	\$57,500	0.14
Phillips	\$26,800	0.31			\$320,000	2.73	\$300,000	2.42	\$646,800	1.55
Pondera*										0.00
Powder River*							\$50,000	0.40	\$500,000	0.12
Powell	\$30,000	0.35					\$182,270	1.47	\$212,270	0.51
Prairie	\$40,000	0.46							\$40,000	0.10
Ravalli	\$827,000	9.52	\$28,333	0.32	\$450,000	3.83			\$1,305,333	3.14
Richland*										0.00
Roosevelt	\$40,000	0.46	\$450,000	5.11			\$840,000	6.78	\$1,330,000	3.20
Rosebud							\$80,000	0.65	\$80,000	0.19
Sanders	\$35,000	0.40	\$450,000	5.11	\$450,000	3.83	\$490,500	3.96	\$1,425,500	3.43
Sheridan	\$22,500	0.26							\$22,500	0.05

**Table CR-15A – Project Geographic Distribution and Percentage of Allocation for CDBG, HOME, and HTF**

County	2015-2016 Funded Amount	2015- 2016 % of Allocation	2016-2017 Funded Amount	2016- 2017 % of Allocation	2017-2018 Funded Amount	2017- 2018 % of Allocation	2018-2019 Funded Amount	2018- 2019 % of Allocation	2015-2020 Total Funded	2015-2020 Total % of Allocation
Stillwater							\$400,000	3.23	\$400,000	0.96
Sweet Grass*										0.00
Teton*										0.00
Toole							\$468,000	3.78	\$468,000	1.12
Treasure*										0.00
Valley							\$492,000	3.97	\$492,000	1.18
Wheatland	\$450,000	5.18					\$450,000	3.63	\$900,000	2.16
Wibaux*										0.00
Yellowstone	\$818,000	9.42	\$498,176	5.65			\$1,321,000	10.67	\$2,637,176	6.34
*Counties have not applied for or were not awarded CDBG, HOME or HTF funding.										

## *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 publically owned land or property located within the jurisdiction that were used to address the needs identified in the plan.*

Commerce programs leveraged CDBG, HOME, and HTF resources with other federal, state, and local funding to maximize the impact of HUD funding and utilize available funding resources to conduct housing and community development activities that will benefit income-eligible households.

The CDBG program requires 25% matching funds for public infrastructure projects. For other CDBG project types, match is encouraged but not required. However, the maximum amount of CDBG funds that can be awarded to an individual project cannot exceed \$450,000 for grant construction activities, \$400,000 for economic development activities, or \$50,000 for grant planning activities. These caps make leveraging an important component of any CDBG-funded project.

CDBG match contributions are typically provided by a direct cash contribution or by incurring a loan through bond financing which is re-paid through user charges or property tax assessments. Other local match sources may include loan or grant funds from other federal or state grant programs, local funds expended for predevelopment planning, the value of donated land provided by the applicant, and/or the value of labor performed by the applicant's employees. The 25% match requirement may be waived if the local government demonstrates financial hardship and satisfies the waiver request requirements.

The HOME program requires 25% matching funds for both multi-family and single-family projects. HOME matching contributions must come from non-federal sources and are typically obtained through direct cash contributions; donated materials and labor; donated land or real property; foregone interest, taxes, fees, etc.; and proceeds from bond financing. Other non-federal local match sources are any non-duplicated HOME-eligible activities paid for with non-federal monies within the program year.

ESG funds are matched by subrecipients who provide coordinated entry of services, other rapid rehousing assistance, and/or supportive services through the Montana Continuum of Care Program. A significant number of local ESG subrecipients contribute additional resources such as block grant funds, local government assistance, and local philanthropic foundation resources to

the homeless programs they operate.

No match is required for CDBG housing or neighborhood renewal grants, but each applicants' relative ability to leverage other private, local, state, or federal funds is considered when ranking a proposed project for CDBG housing or neighborhood renewal grant funding.

Commerce's internal tracking processes are utilized to record and report all matching funds from CDBG, HTF, and HOME projects. These matching funds are in the form of bank loans, loans from state and federal agencies, bonds, non-federal grants, foregone property taxes, local and county funds, and in-kind services. Grantees submit invoices and correlate funding sources to specific expenditures. Commerce staff track the eligible matching funds with each invoice and track the cumulative tally throughout the project process. Table 5 – Fiscal Year Summary – HOME Match, below, indicates the excess matching funds the HOME Program carried over from previous program years, matching funds contributed during the 2018-2019 program year, the total of all matching funds available for the current fiscal year, the required amount of Match Liability for the current fiscal year as noted by the IDIS report PR33 Home Matching Liability Report, and the excess match that will be carried over to the next fiscal year. The match reported below falls within the federal fiscal year: October 1, 2017 through September 30, 2018 and will be submitted to HUD on the form HUD-40107-A through the eCon Planning Suite.

**Table 5 – Fiscal Year Summary – HOME Match Report**

1. Excess match from prior Federal fiscal year	18,176,239.04
2. Match contributed during current Federal fiscal year	858,799.59
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	19,035,038.63
4. Match liability for current Federal fiscal year	596,486.44
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	18,438,552.19

Table 6 – Match Contribution for the 2018 Federal Fiscal Year reports each matching fund contribution for Plan Year Four from the HOME Program. Matching funds were recorded between October 1, 2017 through September 30, 2018 per HUD requirements. These funds are contributed as part of the Homebuyer Assistance grants and multi-family rental developments or rehabilitation projects. Matching funds are recorded in the form of bond financing, cash, appraised land or real property, and foregone taxes, fees, or charges as noted in Table 6.

Table 6 – Match Contribution for the Federal Fiscal Year

Project No. or Other ID	Date of Contribution	Cash (Non-Federal Sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated Labor	Bond Financing	Total Match
4676-1	10/13/2017	\$5,893.14						\$5,893.14
4676-2	2/21/2018	\$10,114.76						\$10,114.76
4676-3	3/13/2018	\$421.77						\$421.77
4676-4	3/30/2018	\$1,234.90						\$1,234.90
4676-5	5/11/2018	\$4,054.83						\$4,054.83
4676-6	6/15/2018	\$3,386.62						\$3,386.62
4773	5/11/2018	\$7,500.00					\$26,750.00	\$34,250.00
4782	11/3/2017	\$8,963.14						\$8,963.14
4790	10/3/2017	\$8,621.37						\$8,621.37
4794	5/7/2018	\$7,500.00					\$37,714.50	\$45,214.50
4795	5/7/2018						\$47,688.00	\$47,688.00
4798	5/7/2018	\$7,500.00					\$24,500.00	\$32,000.00
4802	2/6/2018		\$49,819.45					\$49,819.45
4806	5/7/2018	\$7,500.00					\$28,661.50	\$36,161.50
4807	11/2/2017	\$5,123.82						\$5,123.82
4808	10/5/2017	\$7,500.00					\$28,149.25	\$35,649.25
4809	6/25/2018						\$32,500.00	\$32,500.00
4811	10/30/2017	\$1,536.00					\$35,328.25	\$36,864.25
4812	10/30/2017	\$2,675.00					\$17,626.25	\$20,301.25
4813	11/3/2017	\$8,377.39						\$8,377.39
4816	10/30/2017	\$10,100.00					\$45,967.50	\$56,067.50
4819	12/18/2017	\$2,407.52						\$2,407.52
4820	11/30/2017	\$3,360.00					\$35,459.75	\$38,819.75
4821	12/22/2017	\$1,199.00					\$26,515.00	\$27,714.00
4825	2/12/2018	\$5,000.00						\$5,000.00
4826	1/5/2018	\$6,720.03					\$48,764.25	\$55,484.28
4828	6/20/2018						\$35,101.00	\$35,101.00
4829	1/17/2018	\$516.00					\$30,398.50	\$30,914.50
4832	2/6/2018	\$1,371.00					\$25,564.00	\$26,935.00
4843	2/12/2018	\$300.00					\$23,529.50	\$23,829.50
4847	2/20/2018	\$6,632.00					\$38,859.75	\$45,491.75
4848	2/20/2018	\$646.00					\$24,949.25	\$25,595.25
4849	2/21/2018	\$5,000.00					\$33,577.50	\$38,577.50

**Table 6 – Match Contribution for the Federal Fiscal Year**

<b>Project No. or Other ID</b>	<b>Date of Contribution</b>	<b>Cash (Non-Federal Sources)</b>	<b>Foregone Taxes, Fees, Charges</b>	<b>Appraised Land/Real Property</b>	<b>Required Infrastructure</b>	<b>Site Preparation, Construction Materials, Donated Labor</b>	<b>Bond Financing</b>	<b>Total Match</b>
4877	6/15/2018	\$5,000.00						\$5,000.00
4878	6/15/2018	\$5,769.85						\$5,769.85
4886	8/20/2018						\$39,997.75	\$39,997.75
4887	5/29/2018	\$194,556.00		\$225,000.00				\$419,556.00
4889	8/20/2018	\$5,000.00					\$39,682.50	\$44,682.50
4891	8/20/2018	\$8,000.00						\$8,000.00
4894	8/20/2018	\$5,000.00					\$31,565.50	\$36,565.50
4895	8/20/2018	\$5,000.00					\$41,500.00	\$46,500.00
		<b>\$369,480.14</b>	<b>\$49,819.45</b>	<b>\$225,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$800,349.50</b>	<b>\$1,444,649.09</b>
<b>Total Non-Bond Financing Match:</b>								<b>\$644,299.59</b>
<b>Total Bond Financing Match Eligible (24 CFR § 92.220(5)):</b>								<b>\$214,500.00</b>
<b>TOTAL ELIGIBLE MATCH:</b>								<b>\$858,799.59</b>

No CDBG housing, public and community facilities program income was received or expended during Plan Year Four. According to the IDIS report PR09, HOME began the program year with \$0.00 in program income, received \$1,563,523.03 in program income during the program year and expended \$1,332,221.14. The balance of program income was \$231,301.89. The balance of program income from the program year is from HOME funds repaid to Commerce and receipted in IDIS late in the program year. The remaining program income funds have been allocated to HOME-eligible projects and are currently being drawn. The HOME program does not award or expend funding for Tenant Based Rental Assistance (TBRA) activities, therefore there are zero dollars listed in the table below.

**HOME MBE/WBE Report**

**Table 7 – Program Income**

<b>Program Income – Enter the program amounts for the reporting period</b>				
<b>Balance on hand at the beginning of the reporting period</b> \$	<b>Amount received during reporting period</b> \$	<b>Total amount expended during reporting period</b> \$	<b>Amount expended for TBRA</b> \$	<b>Balance on hand at end of reporting period</b> \$
<b>\$0.00</b>	<b>\$1,563,523.03</b>	<b>\$1,332,221.14</b>	<b>\$0.00</b>	<b>\$231,301.89</b>

Commerce collects and records Disadvantaged Business Enterprise (DBE), Minority Business Enterprise (MBE), and Women-Owned Business Enterprise (WBE) information throughout the program year and reports it to HUD for the Federal Fiscal Year in the Contract and Subcontract Activity Report. Table 8 – Minority Business and Women Business Enterprises, shows the number of contracts reported for HOME grants, the dollar amount of these contracts, and whether the contractors for the HOME projects report being a DBE, MBE, or WBE. For Plan Year Four, Commerce has recorded no DBE, MBE, and WBE prime or subcontractors.



**Table 8 – Minority Business and Women Business Enterprises**

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	TOTAL	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Number	1					1
Dollar Amount	\$164,544					\$164,544
<b>Sub-Contracts</b>						
Number	14					14
Dollar Amount	\$277,493					\$277,493
	TOTAL	Women Business Enterprises	Male			
<b>Contracts</b>						
Number	1		1			
Dollar Amount	\$164,544		\$164,544			
<b>Sub-Contracts</b>						
Number	14		14			
Dollar Amount	\$277,493		\$277,493			

During Plan Year Four, Commerce received no report of any Minority Owner of Rental Property for housing grants. This is reflected in Table 9 – Minority Owners of Rental Property below.

**Table 9 – Minority Owners of Rental Property**

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

During Plan Year Four, no households were temporarily relocated because of rehabilitation activities. Relocation costs incurred during the program year totaled \$0. This information is reflected in Table 10 – Relocation and Real Property Acquisition. No parcels were acquired, no businesses were displaced, and no nonprofit organizations were displaced. No households were displaced during the program year.

**Table 10 – Relocation and Real Property Acquisition**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired	0	0				
Businesses Displaced	0	0				
Nonprofit Organizations Displaced	0	0				
Households Temporarily Relocated, not Displaced	0	0				
Households Displaced	TOTAL	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	\$0	\$0	\$0	\$0	\$0	\$0

## 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.*

**Table 11 – Number of Households**

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	1,340	12
Number of non-homeless households to be provided affordable housing units	40	59
Number of special-needs households to be provided affordable housing units	25	0
<b>Total</b>	<b>1,405</b>	<b>71</b>

**Table 12 – Number of Households Supported**

	One-Year Goal	Actual
Number of households supported through rental assistance	600	1,087
Number of households supported through the production of new units	2	16
Number of households supported through the rehab of existing units	4	1
Number of households supported through the acquisition of existing units	50	61
<b>Total</b>	<b>656</b>	<b>1,165</b>

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

CDBG, HOME, HTF, and ESG programs have made progress towards the goals and objectives identified in the 2015-2020 Consolidated Plan and 2018-2019 Annual Action Plan. Commerce awarded CDBG, HOME, and HTF funds during the 2018-2019 Annual Action Plan year to activities that, cumulatively, addressed all five goals. CDBG-funded activities provided critical assistance to 188,997 individuals or households through housing, infrastructure, public and community facilities, and economic development. HOME-funded activities provided critical affordable housing development and financing to 77 households. The number of individuals and households assisted for both HOME and CDBG were derived from the IDIS reports PR23 CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type, and HOME Disbursements and Unit Completions. All owner and renter households assisted meet Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended, Section 215 definition of affordable

housing. ESG provided assistance to 1,133 individuals. Helping an individual secure stable housing in order to prevent homelessness or rehouse someone who is literally homeless requires more than one-time support and more intensive case management. Therefore, ESG subrecipients are finding it necessary to spend more funds per client that is assisted than anticipated and are not able to help as many individuals as they had planned. The program has helped more homeless prevention and rapid rehousing clients than the previous reporting year, which can be attributed to a high need, larger family sizes, the coordinated intake process, and in the case of one contracting agency, diverting funds from their local shelter to homeless prevention and rapid rehousing due to need.

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

Internal and external measures to collect and report data will be completed in future action plans through modified subgrantee reporting processes from application submission through project completion. CDD will continue to improve grant processes to meet these goals and be successful at reporting the accomplishments of the CDBG, HOME, and HTF programs from each activity necessary to report on all goals and objectives identified in action plans. Additionally, action plans will properly transmit within the format prescribed through the electronic consolidated plan suite.

*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.*

**Table 13A – Number of Households Served**

Number of Households Served	CDBG Actual (Housing)	HOME Actual	HTF Actual
Extremely Low-income	0	1	0
Low-income	0	35	0
Moderate-income	1	41	0
<b>Total</b>	<b>1</b>	<b>77</b>	<b>0</b>

**Table 13B – Number of Persons Served**

Number of Persons Served	CDBG Actual (Non-Housing)	HOME Actual	HTF Actual
Extremely Low-income	21,018		0
Low-income	36,838		0
Moderate-income	22,341		0
Non Low-income/Moderate-income	99,334		0
<b>Total</b>	<b>179,531</b>		<b>0</b>

### *Narrative Information*

Table 13A – Number of Households Served and Table 13B – Number of Persons Served, report on the proposed number of beneficiaries served by CDBG, HOME, and HTF activities. Data was derived from the IDIS reports PR23 CDBG Summary of Accomplishments: CDBG Beneficiaries by Income Category and PR23 HOME Summary of Accomplishments: Home Unit Completions by Percent of Area Median Income. CDBG assisted 21,018 Extremely Low-Income persons, 36,838 Low-Income persons, and 22,341 Moderate-Income persons, as well as one (1) household. HOME provided assistance to one (1) Extremely Low-Income household, thirty-five (35) Low-Income households, and forty-one (41) households of Moderate Income. HTF did not provide assistance to persons or households because HTF projects have not yet been completed during this program year.

## ***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***

### **Outreach**

DPHHS coordinates and aligns its goals for ESG with the efforts of the Montana Continuum of Care (MT CoC). The continued role of the statewide CoC is critical in meeting the needs of the homeless population in Montana.

While MT CoC strives to meld and leverage programs and resources at the state level, it also strives to assure homeless persons can access these programs through effective, coordinated entry, case management and service delivery at the local level. It does so by encouraging strong community continuum of care organizations that bring all providers of homeless services together to identify needs, close gaps, coordinate client services across all programs, and to identify new and innovative approaches to eradicating homeless conditions.

Outreach, especially to the unsheltered, is being met primarily through the outreach activities of the state’s emergency shelters, the Supportive Services for Veteran Families (SSVF) program which now operates statewide, local Veteran groups, faith-based programs and the federally funded Project for Assistance in Transition from Homelessness (PATH) programs (but only in Billings, Butte, and Missoula). Coordinated Entry Systems across the state provide for uniform intake and assessment using the VI-SPDAT tools and case conferencing to score vulnerability levels and prioritize those most in need for available housing opportunities.

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

Emergency Shelter (ES):

The 2019 PIT counted 27% fewer ES beds than in 2018 due, in part, to the closing of a shelter in Butte (but scheduled to reopen in mid-2019). This follows two consecutive years of modest increase in beds of 17% and 18%. While the statewide utilization of ES beds was 69%, utilization

rates of shelters in the state's largest cities are often 100% or higher. The 2019 PIT counted a 5% decrease in the number of persons in Emergency Shelters following a 6% increase in ES stays the year before.

Transitional Housing (TH): With the loss of five CoC transitional housing programs in the 2015 competitive grant cycle, all CoC-TH has been replaced with Rapid Rehousing and one joint component TH-RRH project. The only transitional housing is now provided solely by domestic violence shelters, faith-based programs, Family Promise and VA GPD veteran grantees.

*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*

ESG funds are used for Homelessness prevention activities. 520 individuals were served with these funds.

All the housing programs are required to provide case management and assist clients in accessing cash benefits from mainstream programs that include: Supplemental Security Income, Social Security Disability Insurance, Veterans Disability, TANF, retirement and pensions or child support. These programs also assist clients to access non-cash mainstream benefits from Medicaid, Medicare, State children's health insurance, WIC, VA medical services, TANF childcare, temporary rental assistance, and Section 8 or other public rental assistance.

There are many vital programs providing other services to the homeless, such as:

\*Health Care for the Homeless (HCH) is a federally funded Health Resources and Services Administration (HRSA) program that provides temporary medical services to homeless individuals and families. There are two clinics in Billings and Missoula and six satellite service sites in Billings, Butte, and Helena.

\* The PATH program coordinates the SSI/SSDI Outreach, Access and Recovery (SOARS) training which helps all homeless case managers successfully assist homeless clients apply for SSI and SSDI assistance.

\*Volunteers of America, Billings, is a recent recipient of a Veterans Administration's Supportive Services for Homeless Veteran Families grant which provides services and some rental assistance to veteran households in the Billings area.

\*The 10 Human Resource Development Councils provide a statewide network of no-wrong-door accessibility to homeless assistance, including short-term rental assistance, emergency shelter, food banks, and referral assistance to a myriad of other programs.

Discharged Persons from Public Institutions: Both the ESG and CoC Rapid Rehousing programs serve discharged persons. The MT CoC does not specifically target funding toward discharged persons, the ESG and CoC programs assist persons according to vulnerability assessments conducted during the Coordinated Entry System intake and assessment process.

The Montana Department of Corrections works with incarcerated individuals to develop individualized plans for the offender reentry. Efforts include connecting offenders with potential housing leads, engaging landlords, onsite reviews of potential housing opportunities to identify safe and supportive environments and networking with other community resources.

The Statewide Reentry Task Force reviews and compiles policy recommendations related to offender reentry. The DPHHS, the Human Resource Development Councils (HRDCs), and the Department of Corrections may partner and review solutions for increasing the effectiveness of reentry objectives related to stable housing, then bring their ideas to the Reentry Task Force for consideration. Statewide Reentry Task Force public policy recommendations are provided to the Law and Justice Interim Committee to create, where appropriate, supportive legislation.

*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*

The MT CoC, along with all other low-income organizations, continue to prioritize the severe shortage of affordable housing as the greatest need followed by the need for more federal—and state—funding of permanent supportive housing. To date, efforts to increase state funding through the legislature have not been successful and Congressional funding to HUD/CoC continues to be the sole resource.

Chronically Homeless (CH):

As Coordinated Entry Systems become fully implemented, the focus on serving Chronic Homeless continues through the vulnerability assessment process provided in Coordinated Entry.



Rapid Rehousing (RRH): Since HUD implemented changes in the CoC grant competition encouraging TH projects to reallocate funds to RRH, the MT CoC has reallocated all TH projects to RRH or PSH. Rapid Rehousing grants now account for 31% of all CoC funding. In 2019, The CoC counted 583 Rapid Rehousing beds filled on the night of the PIT which was 11% or 71 beds fewer than the previous year with 53% being CoC-RRH, 29% being ESG-RRH and 20% being SSVF-RRH.

Eligible applicants for all program components include states, local governments, other government agencies (such as public housing authorities), private nonprofit organizations, and community mental health associations that are public nonprofit organizations.

ESG funds are used for RRH activities; 567 were served with these funds.

Permanent Supportive Housing: This component provides long-term housing with supportive services for homeless persons with disabilities. This type of supportive housing enables special needs populations to live as independently as possible in a permanent setting. Montana currently receives about \$1.44 million in CoC-PSH grant funding which provides 268 PSH beds and another 563 beds. Beds provided with HOPWA funds are reported in the HOPWA APR since the State receives a competitive HOPWA award and not a formula grant.

Currently, neither TANF nor Medicaid are used to provide homeless housing assistance.

***Actions taken to address the needs of public housing***

HOME program funds were awarded to complete activities through public housing authorities (PHAs) in the state. No specific actions by CDBG were taken to address the needs of PHAs in the state, as no local governments applied on behalf of a PHA. During Plan Year Four, HTF funds were awarded to the Missoula Housing Authority (MHA) to construct the Cornerstone Apartments, which will provide 21 units of rental housing to households experiencing homelessness. The MHA will provide project-based vouchers to residents to ensure affordability. The HOME program continues its work with the Butte Public Housing Authority to construct the Copper Ridge Apartments, which will provide affordable housing to thirty-two (32) low to moderate income households, of which six (6) will be HOME-assisted.

Commerce and Public Health and Human Services have completed the 2015-2020 Analysis of Impediments to Fair Housing Choice and continues to work with a vast array of public entities and key stakeholders, through various events and public meetings to create more clearly defined objectives. These objectives are the focus of action steps, currently being further refined, that can be used by entities and ultimately initiated at the local level. A collaboration agreement has been executed to complete a state-wide Affirmative Fair Housing (AFH) plan. The collaboration agreement includes PHAs across the state, as well as Commerce, DPHHS and the three entitlement communities. PHAs will continue to be invited to provide input and be involved with the development of this AFH process.

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

With every Homebuyer Assistance application that is reviewed and funded in the HOME Program, applicants must identify if the prospective homebuyer is coming from public housing. The Community Development and the Housing Divisions, within Commerce, work collaboratively to encourage LMI residents to attend Homebuyer Education courses offered throughout the state by various qualified agencies. These courses are advertised across the state at the various PHAs, with key partner agencies, and through a multi-media approach to increase the awareness of their availability.

Additionally, as the Consolidated Plan documents and AFH are developed and made available to the public, through meetings, surveys, or other activities, the state will encourage PHA residents to participate in the development of these resources. Currently, the Consolidated Plan documents are made available at various repositories where PHA residents are likely to seek services. Additional details will be provided during the next program year as the AFH public participation activities are carried out.

*Actions taken to provide assistance to troubled PHAs*

HOME and HTF program funds were awarded to complete activities through PHAs in the state, however, beyond the specific project activities listed in the activity award table (Table CR05-A) for HOME and HTF no specific actions by CDBG were taken to address the needs of public housing authorities in the state. The HOME, HTF, and CDBG programs have not identified a troubled PHA during Plan Year Four, therefore no actions to provide assistance were developed.

## **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)*

Commerce administers the Community Technical Assistance Program (CTAP). CTAP provides direct technical assistance to local governments and elected officials, land use planners, associated professionals and members of the public on issues related to land use planning and development throughout the state. CTAP is currently completing an update of its model subdivision regulations, which will be distributed to cities and counties throughout Montana for adoption. These model regulations promote affordable housing and support resilient community and economic development.

Through CDBG funding, local communities can prepare or update various planning documents, including comprehensive land use planning, including zoning, subdivision, and annexation regulations in support of the amelioration of barriers to affordable housing. CDBG Planning Grant guidelines continue to promote community resiliency, including the development and preservation of an affordable, reliable housing stock.

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

All the activities funded under the CDBG, HOME, HTF and ESG programs addressed obstacles to meeting underserved needs. CDBG, HOME, and HTF all promote projects that align with the resiliency goals set forth by CDD which include projects aimed at strengthening local independence, stability, and sense of community.

During Plan Year Four, the CDBG, HOME, and HTF programs awarded grants to projects that will provide clean, safe, affordable, decent, and sanitary housing for special needs populations. These projects are: Missoula Housing Authority's construction of Cornerstone Apartments for households experiencing homelessness, Lake County Community Housing's construction of Meadowlark Apartments, which will assist six (6) households with disabilities while providing rental assistance through the Section 811 Program. , Phillips County's project to rehabilitate the Malta Opportunities, Inc facility, which provides services and employment to adults with disabilities.

Coordinated Entry Systems across the state provide for uniform intake and assessment of ESG and partnering programs using the VI-SPDAT tools and case conferencing to score vulnerability levels and prioritize those most in need for available housing opportunities.

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

Commerce uses HOME, HTF, and CDBG funds to support acquisition and rehabilitation activities to ensure that households, particularly those with children, benefit from federal housing programs that practice proper lead-based paint (LBP) protocols and comply with current requirements of Title X of the Residential Lead Based Paint Hazard Reduction Act of 1992. Both Commerce and DPHHS provide education and information on LBP hazards to parents, families, healthcare providers, grant recipients, and contractors. Commerce requires that any contractor or subcontractor engaged in renovation, repair, and/or paint activities that disturb LBP in homes, and child care facilities built before 1978 must be certified and follow specific work practices to prevent lead contamination. In addition to complying with LBP regulations, Uniform Physical Condition Standards (UPCS) inspections will be performed at rental properties assisted with HTF, HOME, and CDBG, as well as Section 8 rental properties throughout the state.

The Community Development and Housing Divisions added HUD's on-line Lead-Based Paint Visual Assessment Training to its employee on-boarding process to ensure that all staff involved in the funding of housing projects through Commerce are trained in identifying deteriorated paint and awareness increased risk of the presence of LBP hazards.

Units that ESG-eligible households live in must adhere to LBP requirements as set forth by HUD.

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

Commerce and DPHHS, in coordination with non-profit organizations and the private sector, helped individuals and families in poverty by supporting local and regional efforts to improve family and individual incomes. All the strategies and priorities identified in the 2015-2020 Consolidated Plan targeted the improvement of economic conditions of Montanans of lower income, from the rehabilitation and construction of affordable housing, provision of homebuyer assistance, and the availability of temporary shelter services to investment in compact walkable development where efficiencies of public infrastructure, community services, and employment center encourage healthy, vital, and resilient communities. Additionally, all CDBG housing, public and community facilities, and economic development projects indirectly support reducing poverty-level families.

One (1) CDBG Economic Development (ED) project was completed during Plan Year Four: City of Hamilton. This project created and/or retained fourteen (14) jobs of which thirteen (13) were held by low to moderate income persons.

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

Gaps in the institutional delivery system exist primarily due to funding limitations that are outside the control of the State of Montana. CDBG, HOME, HTF, and ESG resources are inadequate to meet the needs of Montanans of low-moderate income, with special needs, or experiencing homelessness. However, effectively relaying information regarding grant opportunities and technical assistance from the State of Montana to eligible entities continues to be one of the State's greatest challenges. These are areas of opportunity for increased collaboration across and between agencies, organizations, and the private sector to ensure that services are delivered to the greatest number of eligible entities and individuals in the state. As an example, during the 2018-2019 Annual Action Plan year, the State actively engaged with the entitlement communities to begin work on the development of the AFH to comprehensively address Fair Housing Choice in Montana. Lastly, CDD restructured its division to provide more transparent and resource-focused technical assistance and administration and support staff development to effectively support the needs of local governments, non-profit organizations, businesses and key stakeholders. CDD has four main teams to better coordinate resources and assistance: Community Planning, Housing Development, Infrastructure, and Community and Economic Vitality. These teams allow for staff to become subject matter experts and enable continued leveraging of federal, state, and local resources statewide.

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

As a part of the Consolidated Plan and certification process of the Analysis of Impediments to Fair Housing, Commerce coordinated with both public and private partners for continued discussions on the impediments to fair housing choice in Montana. Commerce coordinates with public and private partners to discuss current projects and methods to coordinate efforts throughout the State. Coordinated efforts occurred during the implementation and completion of many awarded project activities in providing planning grants, grants for public facilities, housing and infrastructure, while working toward reducing or eliminating impediments to Fair Housing choice in the state. DPHHS was represented on various social service state advisory groups to ensure coordination with social services for needy populations in Montana. DPHHS worked proactively with its MT CoC partners to facilitate efficient and effective coordination of services between

affordable housing and social service organizations.

Commerce and DPHHS have continued to work with a vast array of public entities and key stakeholders, through numerous public meetings to create more clearly defined objectives to Affirmative Further Fair Housing. These objectives are the focus of action steps, currently being further refined, that can be used by entities and ultimately initiated at the local level. Commerce and DPHHS are working closely with key stakeholders to engage participation between public and private housing and social service agencies and reduce impediments to fair housing choice.

The Analysis of Impediments (AI) Steering Committee is led by CDD staff and involves advocates from Commerce's Housing Division, DPHHS, Montana Fair Housing, Montana's Human Rights Bureau, and Helena's HUD representative. The Steering Committee ensures that the direction of the AI and AFH discussion moves towards addressing the action items, objectives, and measurable outcomes and that they are consistent with the 2015-2020 Analysis of Impediments to Fair Housing Choice in Montana.

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

Commerce and DPHHS are collaborating with a state-wide partnership that includes the three entitlement communities (Great Falls, Missoula and Billings) and the many public housing authorities across the state to begin development of a state-wide Affirmative Fair Housing plan. This plan will be developed and released for public comment according to the 2020-2024 5-year Consolidated Plan for all entities. Planning meetings have continued during this program year and will continue for the state-wide partnership to develop a state-wide approach to reducing or eliminating impediments to Fair Housing Choice through the Affirmative Fair Housing plan.

## CR-40 – Monitoring 91.220; 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*

Commerce works closely with all grantees to ensure compliance with program requirements. The HOME, CDBG, and HTF programs continually evaluate and improve processes to ensure compliance with federal regulations. CDD program staff hold regular calls with grantees throughout the project to ensure that technical assistance is always available.

CDBG project activities are all monitored at least once during the project's scope of work. The monitoring includes a review of the grantee's project file, an inspection of the facility, and a review of the financial processes. CDD staff will notify the grantee and all relevant partners of the intended monitoring visit with ample notice to establish the monitoring date. If problems arise or technical assistance is needed, a project may be monitored more than once before closeout. After the project has been monitored, Commerce issues a monitoring letter, documenting any performance issues, concerns, or findings and relevant corrective actions.

HOME project activities are monitored twice during the project's scope of work. One monitoring includes a site-visit and a detailed desk audit of all relevant records and documents related to the project. The second monitoring includes a visit to the construction site at project completion to conduct UPCS inspections and ensure the project is prepared for closeout. HOME projects are then monitored during the first three years of the period of affordability with the first monitoring occurring within one year of project closeout per HUD regulations. These initial monitorings provide an opportunity for HOME program training and technical assistance with the grantee. After the first three years of the period of affordability, project monitoring occurs every one to three years depending on assessed risk.

During this program period, eight (8) CDBG projects and four (4) HOME projects were monitored during on-site visits. No HTF projects were monitored as none have reached project milestones that would require monitoring. HOME projects monitored include Maple Street Apartments, Lee Gordan Place, Red Fox Apartments and the Guardian Apartments. CDBG projects monitored include City of Roundup, City of Havre, Lewis & Clark County, Richland County, Glacier County, City of Fort Benton, Chouteau County, and City of Polson. All projects mentioned in this paragraph were funded during previous program years but were substantially complete during this program year and were monitored by Commerce staff.



Monitoring activities completed for the HOPWA Program are reported in the HOPWA APR since the State receives a competitive HOPWA award and not a formula grant.

### ***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***

Commerce announces the availability of draft documents through a listserv of approximately 1,300 individuals, towns, counties, non-profits, and interested parties. The draft documents are available electronically on the Commerce website. There are twenty-two (22) organizations across Montana which have also agreed to be a repository for all draft documents through the 2015-2020 Consolidated Plan period for all relevant draft documents including each year's Annual Action Plan (including any amendments) and the Consolidated Performance Evaluation Report (including any amendments). Each repository was mailed a physical copy of the draft document to help make it available for public review during the relevant comment periods. Citizens were invited to comment on draft documents via oral testimony during a public hearing, via email, or letter to Commerce. If a citizen requested an alternative form of the draft documents, then Commerce makes all reasonable efforts to comply with the request.

The Public Comment period for the Draft 2018-2019 CAPER began June 4, 2019 and ended June 21, 2019. A public hearing was held on June 13, 2019, at 2:30 p.m. in Helena at 301 South Park Ave. The public hearing was announced through the Commerce website, listserv, and multiple newspapers across the state. The draft document was accessible at the twenty-two (22) repositories across the state and at the Commerce website. Once the public comment period ended, a record of the public hearing transcript was made available through the website below. These comments were considered, and responses provided in Appendix A of this document.

[http://commerce.mt.gov/conplan.](http://commerce.mt.gov/conplan)

**CR-45 – CDBG 91.520(c)**

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

There have not been any changes in Commerce’s program objectives during the 2018-2019 Annual Action Plan year.

*Does the jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?*

No.

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

N/A

## **CR-50 – HOME 91.520(d)**

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

Sixty-two (62) properties were scheduled and fifty-nine (59) properties were monitored during the 2018-2019 Plan Year. Of all sixty-two (62) monitoring appointments, three (3) were cancelled due to scheduling conflicts and property-wide flu outbreaks. Unfortunately, the three (3) cancellations occurred at the end of March, thus new appointments could not be scheduled by the end of the program year. Commerce staff is scheduled to monitor the three (3) properties that were missed in the 2018-2019 monitoring cycle in May 2019. See Appendix B for a table of projects monitored between April 1, 2018, and March 31, 2019; dates monitored, issues noted, and compliance status are provided as part of the table. These projects were funded previously with HOME funds and are currently in their period of affordability (POA). Commerce will continue to monitor the projects while they are in their POA. Each monitoring visit includes inspection of HOME-assisted units and review of the HOME-assisted tenant files to verify source documentation, income eligibility, and rent limits.

Additionally, as described in CR-40. HOME projects under construction are monitored two or more times during the grant period. At least one construction site visit is conducted and one full monitoring visit, which includes a full review of the grantee file and inspection of the HOME-assisted project and units. The HOME program also coordinates with other funding agencies (when applicable) to communicate any issues or concerns regarding the project during construction.

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

Commerce reviews all Affirmative Fair Housing Marketing Plans (AFHMP) for HOME-assisted projects. Each project with five (5) or more HOME-assisted units is required to complete and submit an AFHMP for review and approval. During the Annual Rental Certifications, Commerce requests all updated documentation is submitted and kept in project records. Commerce provides technical assistance for updating AFHMP to grantees and property owners/managers during the construction phase and on an ongoing basis during the period of affordability.

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

No CDBG housing, public and community facilities program income was receipted or expended during Plan Year Four. According to the IDIS report PR09, HOME began the program year with \$0.00 in program income, received \$1,563,523.03 in program income during the program year and expended \$1,332,221.14. The balance of program income was \$231,301.89. The balance of program income from the program year is from HOME funds repaid to Commerce and receipted in IDIS late in the program year. The remaining program income funds have been allocated to HOME-eligible projects and are currently being drawn.

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

CDD and the Housing Division, which administers the LIHTC program, have been working together through increased communications, meetings, and projects to continue fostering and maintaining affordable housing in Montana. LIHTC is often a leveraged funding source for HOME, HTF, and CDBG projects. This coordination has increased the communication with our grantees and other possible interested parties regarding the HOME Program and the opportunities that it provides. Additionally, during Plan Year Four the HOME and LIHTC programs have reviewed monitoring results on blended projects to ensure both programs are aware of any potential issues and can follow-up on identified deficiencies during the next onsite monitoring, regardless of the funding source.

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

The number of individuals assisted and the types of assistance provided under the HOPWA Program are reported in the HOPWA APR since the State receives a competitive HOPWA award and not a formula grant.

**Table 14 – HOPWA Number of Households Served**

<b>Number of Households Served Through:</b>	<b>One-Year Goal</b>	<b>Actual</b>
Short-term rent, mortgage, and utility assistance payments		
Tenant-based rental assistance		
Units provided in transitional housing facilities developed, leased, or operated with HOPWA funds		
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds		
<b>Total</b>		

*Narrative*

Because the State of Montana’s HOPWA funds are provided via competitive award and not through a formula grant, HOPWA data is not included in Table 14. HOPWA data for competitive awards is presented in a separate report, the HOPWA APR.

**CR-56 – HTF 91.520(h)**

*Describe the extent to which the grantee complied with its approved HTF allocation plan and the requirements of 24 CFR part 93.*

As detailed in the approved 2018-2019 Annual Action Plan, Commerce set out to use its \$3,000,000 annual allocation and \$4,300,000 carryover for acquisition, demolition, reconstruction, and new construction to support the development and rehabilitation of rental housing. All activities meet the requirements of 24 CFR part 93.

**Table 15 – CR-56 HTF Units in HTF Activities Completed During the Period**

Tenure Type	0 – 30% AMI	0% of 30+ to poverty line (when poverty line is higher than 30% AMI)	% of the higher of 30+ AMI or poverty line to 50% AMI	Total Occupied Units	Units Completed, Not Occupied	Total Completed Units
Rental	0	0	0	0	0	0
Homebuyer*	0	0	0	0	0	0

\* Note: the approved AAP outlines all HTF funds will be used for rental projects.

Although one HTF activity was initiated during the 2017-2018 program year and five additional HTF activities began this period (2018-2019 program year), no HTF activities, have been completed to date.

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

**1. Recipient Information – All Recipients Complete**

Basic Grant Information

Recipient Name	MONTANA
Organizational DUNS Number	809790579
EIN/TIN Number	810302402
Identify the Field Office	DENVER
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

ESG Contact Name

Prefix	Ms.
First Name	Sarah
Middle Name	
Last Name	Loewen
Suffix	
Title	Bureau Chief

ESG Contact Address

Street Address 1	1400 Carter Drive
Street Address 1	
City	Helena
State	MT
ZIP Code	59808
Phone Number	4064474265
Extension	
Fax Number	
Email Address	<a href="mailto:SLoewen@mt.gov">SLoewen@mt.gov</a>

ESG Secondary Contact

Prefix	Ms.
First Name	Marcia
Last Name	Lemon
Suffix	

Title	Energy and Community Services Program Manager
Phone Number	4064474276
Extension	
Email Address	<a href="mailto:mlemon@mt.gov">mlemon@mt.gov</a>

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

<b>Program Year Start Date</b>	<b>04/01/2018</b>
<b>Program Year End Date</b>	<b>03/31/2019</b>

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

Subrecipient or Contractor Name	Northwest Montana Human Resources
City	Kalispell
State	MT
Zip Code	59903-1058
DUNS Number	
Is subrecipient a victim services provider	N
Subrecipient Organization Type	Other Non-Profit Organization
ESG Subgrant or Contract Award Amount	\$87,922

Subrecipient or Contractor Name	HRDC of District IX, Inc.
City	Bozeman
State	MT
Zip Code	59715-6241
DUNS Number	
Is subrecipient a victim services provider	N
Subrecipient Organization Type	Other Non-Profit Organization
ESG Subgrant or Contract Award Amount	\$67,294

Subrecipient or Contractor Name	Human Resources Development Council
City	Missoula
State	MT
Zip Code	59801-5763
DUNS Number	
Is subrecipient a victim services provider	N
Subrecipient Organization Type	Other Non-Profit Organization
ESG Subgrant or Contract Award Amount	\$93,428

Subrecipient or Contractor Name	Action Inc - Human Resources Council District XII
City	Butte
State	MT
Zip Code	59701-9362
DUNS Number	
Is subrecipient a victim services provider	N



Subrecipient Organization Type	Non-Profit Organization
ESG Subgrant or Contract Award Amount	\$49,632

Subrecipient or Contractor Name	Rocky Mountain Development Council, Inc.
City	Helena
State	MT
Zip Code	59624-1717
DUNS Number	
Is subrecipient a victim services provider	N
Subrecipient Organization Type	Other Non-Profit Organization
ESG Subgrant or Contract Award Amount	\$49,632

Subrecipient or Contractor Name	District IV HRDC
City	Havre
State	MT
Zip Code	59501-4960
DUNS Number	
Is subrecipient a victim services provider	N
Subrecipient Organization Type	Other Non-Profit Organization
ESG Subgrant or Contract Award Amount	\$17,256

Subrecipient or Contractor Name	Action for Eastern Montana
City	Glendive
State	MT
Zip Code	59330-1309
DUNS Number	
Is subrecipient a victim services provider	N
Subrecipient Organization Type	Other Non-Profit Organization
ESG Subgrant or Contract Award Amount	\$22,994

Subrecipient or Contractor Name	HRDC District 7
City	Billings
State	MT
Zip Code	59101-2114
DUNS Number	
Is subrecipient a victim services provider	N
Subrecipient Organization Type	Other Non-Profit
ESG Subgrant or Contract Award Amount	\$94,574

Subrecipient or Contractor Name	District 6 - HRDC VI
City	Lewistown
State	MT
Zip Code	59457-1700
DUNS Number	
Is subrecipient a victim services provider	N
Subrecipient Organization Type	Other Non-Profit Organization
ESG Subgrant or Contract Award Amount	\$12,265

Subrecipient or Contractor Name	Opportunities Incorporated
---------------------------------	----------------------------

City	Great Falls
State	MT
Zip Code	59401-2605
DUNS Number	
Is subrecipient a victim services provider	N
Subrecipient Organization Type	Other Non-Profit Organization
ESG Subgrant or Contract Award Amount	\$74,923

## CR-65 – Persons Assisted

### 4. Persons Served

Not applicable to ESG. Data uploaded to Sage.  
Attached eCart file to CR-00.

#### 4a. Complete for Homelessness Prevention Activities

**Table 16 – Household Information for Homeless Prevention Activities**

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

#### 4b. Complete for Rapid Re-Housing Activities

**Table 17 – Household Information for Rapid Re-Housing Activities**

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

#### 4c. Complete for Shelter

**Table 18 – Shelter Information**

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

#### 4d. Street Outreach

**Table 19 – Household Information for Street Outreach**

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

**4e. Totals for all Persons Served with ESG**

**Table 20 – Household Information for Persons Served with ESG**

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

**5. Gender – Complete for All Activities**

**Table 21 – Gender Information**

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

**6. Age – Complete for All Activities**

**Table 22 – Age Information**

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

**7. Special Populations Served – Complete for All Activities**

**Table 23 – Special Population Served**

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
<b>Persons with Disabilities:</b>				
Severely Mentally Ill				

Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

**10. Shelter Utilization**

**Table 24 – Shelter Capacity**

Number of New Units – Rehabbed	0
Number of New Units – Conversion	0
Total Number of beds – nights available	3,660
Total Number of beds – nights provided	942
Capacity Utilization	26%
Total Persons served (unduplicated)	46

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

Agencies receiving ESG funds have continued to focus funding on Rapid Rehousing and Homeless Prevention activities as directed by the MT CoC’s Strategic Plan. There is only one agency that allocated to Shelter Services: District IV Human Resource Development Council (funds Shelter Operation and Essential Services).

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

**Table 25 – ESG Expenditures for Homelessness Prevention**

Dollar Amount of Expenditures in Program Year			
	2016	2017	2018
Expenditures for Rental Assistance		\$97,592.97	\$117,652.58
Expenditures for Housing Relocation and Stabilization Services – Financial Assistance		\$26,872.84	\$15,563.16
Expenditures for Housing Relocation & Stabilization Services – Services		\$53,767.43	\$48,923.05
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	\$0.00	\$0.00	\$0.00
<b>Subtotal Homelessness Prevention</b>		<b>\$178,233.24</b>	<b>\$182,138.79</b>

#### 11b. ESG Expenditures for Rapid Re-Housing

**Table 26 – ESG Expenditures for Rapid Re-Housing**

Dollar Amount of Expenditures in Program Year			
	2016	2017	2018
Expenditures for Rental Assistance		\$61,617.59	\$39,100.39
Expenditures for Housing Relocation and Stabilization Services – Financial Assistance		\$58,958.59	\$58,128.69
Expenditures for Housing Relocation & Stabilization Services – Services		\$72,108.79	\$81,131.44
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	\$0.00	\$0.00	\$0.00
<b>Subtotal Rapid Re-Housing</b>		<b>\$192,684.97</b>	<b>\$178,360.52</b>

#### 11c. ESG Expenditures for Emergency Shelter

**Table 27 – ESG Expenditures for Emergency Shelter**

Dollar Amount of Expenditures in Program Year			
	2016	2017	2018
Essential Services		\$0.00	\$2,500
Operations		\$0.00	\$2,916.86
Renovation	\$0.00	\$0.00	\$0.00
Major Rehab	\$0.00	\$0.00	\$0.00

Conversion	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>		<b>0</b>	<b>\$5,416.86</b>

**11d. Other Grant Expenditures**

**Table 28 – Other Grant Expenditures**

<b>Dollar Amount of Expenditures in Program Year</b>			
	<b>2016</b>	<b>2017</b>	<b>2018</b>
Street Outreach			\$0.00
HMIS		\$43,874.68	\$17,230.82
Administration		\$15,700.25	\$28,962.07

**11e. Total ESG Grant Funds**

**Table 29 – Total ESG Funds Expended**

<b>Total ESG Funds Expended</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
		<b>\$430,553.14</b>	<b>\$412,109.06</b>

**11f. Match Source**

**Table 30 – Other Funds Expended on Eligible ESG Activities**

	<b>2016</b>	<b>2017</b>	<b>2018</b>
Other Non-ESG HUD Funds		\$65,859.59	\$99,660.14
Other Federal Funds		\$95,447.72	\$190,654.93
State Government		\$0.00	\$0.00
Local Government		\$116,500.22	\$87,226.68
Private Funds		\$66,314.45	\$70,386.23
Other		\$4,304.67	\$8,216.42
Fees		\$0.00	\$0.00
Program Income		\$0.00	\$0.00
<b>Total Match Amount</b>		<b>348,426.65</b>	<b>\$456,144.40</b>

**11g. Total**

**Table 31 – Total Amount of Funds Expended on ESG Activities**

<b>Total Amount of Funds Expended on ESG Activities</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
		\$778,979.79	\$868,253.46