



CITY OF TALLAHASSEE

2024-2025

Consolidated Annual
Performance
Evaluation Report
(CAPER)





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October 1, 2024 – September 30, 2025

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HOUSING DIVISION CAPER Executive Summary As of September 30, 2025

The City of Tallahassee, as an entitlement community, receives annual federal awards of Community Development Block Grant, HOME Investment Partnerships Program, and Emergency Solutions Grant funding, along with annual appropriations of State Housing Initiatives Partnership program funding. These awards are leveraged with local funding, disaster/special funding awards, and developer incentives to increase homeownership, preserve existing housing stock, and partner with community agencies to build and preserve the inventory of safe, healthy, quality housing. The City's annual planning process includes strategies and incentives listed in the Local Housing Assistance Plan, the HUD Annual Action Plan, and the City's 2029 Strategic Plan. This year-end report to HUD details the City's accomplishments.

For fiscal program year (FY) 2024-2025, the City allocated over \$11.5M in federal, state, and local funds to produce and preserve existing units, address homeless needs, and repair public facilities. See the following tables for a summary of key accomplishments and outcomes.

FUNDING

Source of Funds	Annual Grant Award Amount	Amount of Grant Awards Expended During Program Year	Amount of Match/Leveraged (Local) Funds Expended During Program Year
CDBG	\$1,869,974.00	1,584,560.81	\$1,798,377.00
HOME	\$888,566.77	1,472,894.68	\$1,638,092.00
ESG	\$168,138.00	145,330.33	\$2,941,376.00
SHIP	\$1,533,400.00	1,971,439.00	\$0.00
TOTALS:	\$4,460,078.77	5,174,224.82	\$6,377,845.00

NUMBER OF PERSONS SERVED

Income Category	Number of Clients
Extremely Low-income (50% AMI or less)	1,271
Low-income (80% AMI or less)	5,243
Moderate-income/No Income (>80% AMI)	8,479
TOTALS	14,993

**HOUSING DIVISION
CAPER Executive Summary
As of September 30, 2025**

OUTCOMES

PROGRAM	TOTAL COMPLETED DURING REPORTING PERIOD
Home Repair, Rehabilitation, and Reconstruction	104
New Units Constructed (Single and Multifamily)	263
Down Payment Assistance	35
Public Facilities	5
Homeless Support	2,000

LOCAL ECONOMIC IMPACT (All Funding Sources)

PROGRAM	Number Completed	Market Indicator	Economic Impact
Home Rehabilitation (Owner Occupied and Rental)	104	Average Market Value of Homes Rehabbed	\$11.6M in housing stock preserved
Down Payment Assistance	35	Average sales price of home purchased	\$6.6M in real estate sales
New Single-Family Homes Constructed	13	Average Construction Price	\$2.9M in new housing stock

OTHER INITIATIVES

PROGRAM	OUTCOME
Multifamily Developments	Since 2020, the City has successfully partnered to facilitate 1,162 new multifamily units, leveraging the City's investment of \$9M with over \$116M in local, state, and federal funding (such as LIHTC, SAIL, NHTF, private equity, and multifamily bonds). As of FHFC's 2024 Annual Report, there are 5,422 current active and pipeline rental units that have received allocation and resources through FHFC's rental programs.
Creative Partnerships	In 2020, the City and County Commissions created the first Community Land Trust. To date, the CLT has completed 8 units on 4 lots donated by the County utilizing City subsidy, creating new homeownership opportunities for low-income homebuyers.
Pathways to Homeownership	In 2021, the Commission approved the creation of the Affordable Home Construction Loan Program designating a portion of the City's ARPA funding to spur development during the pandemic. To date, the program has yielded 13 new units, leveraging the City's \$1.1M investment for \$2.9M in sales.

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.

This Consolidated Annual Performance Evaluation Report (CAPER) is a summary of the achievements of the City of Tallahassee (City) for its 2024-2025 fiscal year (HUD Program Year PY 2024) and a report on how the Community Development Block Grant (CDBG), HOME Investments Partnership Program (HOME), and Emergency Solutions Grant (ESG) funds were expended to achieve the goals of the Consolidated Plan. This CAPER covers the fifth year under the 2020-2024 Consolidated Plan.

During this reporting year, the City focused on homeownership, preserving existing housing stock, community revitalization, public facilities improvements, and public services. In addition to the annual federal funding provided by CDBG, HOME, and ESG, the City leveraged funding from the State Housing Initiatives Program (SHIP), General Revenue, the Affordable Housing Trust Fund, Change for Change, Promise Zone, and American Rescue Plan (HOME-ARPA; Treasury ARPA; CARES; CV) for affordable housing projects and homelessness prevention. Below are highlights for PY 2024.

Priority Need 1 Affordable Housing: The City's CDBG and HOME programs assisted 27 LMI homeowners (14 through HOME and 13 through CDBG) with housing rehabilitation needs. CDBG funds were used as match to temporarily relocate 14 tenants during lead abatement construction. Two HOME funded new construction CHDO units were completed and sold during the program year, with the homeowners assisted through DPA. The City's permanent relocation program assisted 30 households using CDBG funds. Altogether, the City assisted 73 households with CDBG and HOME program funds. The City assisted 107 households (33 DPA and 74 repair/rehab/reconstruction) using SHIP, ARPA, and General Revenue funds. And the City provided funding and incentives to construct a total of 13 new single-family units (2 CHDO; 11 local funds). In all, the City served a total of 191 households within the City.

Priority Need 2 Public Services: Public services funded by CDBG helped to improve the quality of life for those who have special needs and the LMI population in the City. For special needs, a total of 425 persons were served through senior services. The City also funded programs that assisted a combined 880 LMI persons with employment training, childcare services, youth services, and health services.

Priority Need 3 Public Facilities and Infrastructure: The City funded public facility improvements with CDBG. Five public facilities received improvements during PY 2024, which benefited an estimated 12,355 persons in LMI areas.

Priority Need 4 Homeless Prevention Services: The City's ESG program funded HMIS and Rapid-Rehousing activities which assisted 632 households with rapid re-housing rental assistance. These programs are designed to assist people with quickly regaining stability with a housing first strategy.

The City met or exceeded the Annual Action Plan (AAP) and Consolidated Plan goals for this final year of the City's 2020 Consolidated Plan reported through utilization of annual awards, allocated relief funds, and local and state dollars. While the actual production of most programs is consistent with what was planned in the AAP, as is routinely the case, some of the production came as a result of completion of projects that were funded using prior year funds, and others will be completed in the following reporting year. The outcomes reported in Table 1 below reflect only the outcomes achieved with CDBG, HOME, or ESG funding; however, the City used other sources of funding to meet or exceed its goals for the program year. The narrative following Table 1 provides additional information on all outcomes achieved through all funding sources listed by goal which shows production was above average for the year.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected - 5 Year Plan	Actual - 5 Year Plan	Percent Complete	Expected - Program Year	Actual - Program Year	Percent Complete
Housing Rehabilitation	Affordable Housing	CDBG: \$58,629.05	Homeowner Housing Rehabilitated	Household Housing Unit	126	77	61.11%	25	41	164.00%
		HOME: \$839,044.72								
Permanent Relocation	Affordable Housing	CDBG: \$32,436.12	Relocation	Household Housing Unit	50	106	212.00%	20	30	150.00%
Acquisition	Affordable Housing	CDBG: \$0.00	Other	Other	18	1	5.56%	16	0	0.00%
CHDO Set-Aside	Affordable Housing	HOME: \$453,716.27	New units constructed	Household Housing Unit	25	4	16.00%	5	2	40.00%

Neighborhood First Activities	Affordable Housing	CDBG: \$0.00	Households Rehabilitated/Acquired/Removed of Blight	Household Housing Unit	750	44	5.87%	0	0	0.00%
Public Facilities	Non-Housing Community Development	CDBG: \$764,459.16	Other	Other	23	26	113.04%	5	5	100.00%
Coordinated Entry	Homeless	ESG: \$84,069.00	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	150	2342	1561.33%	50	632	1264.00%
HMS Administration	Homeless	ESG: \$84,069.00	Other	Other	1	1	100.00%	1	1	100.00%
Planning and Administration	Planning and Administration	CDBG: \$402,669.55 / HOME: \$111,133.69	Other	Other	1	1	100.00%	1	1	100.00%
Down-Payment Assistance	Affordable Housing	HOME: \$69,000.00	Direct Financial Assistance to Homebuyers	Households Assisted	75	69	92.00%	25	2	8.00%
Public Service Assistance	Non-Homeless Special Needs	CDBG: \$326,366.93	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5,225	11,648	222.93%	100	1,305	1305.00%
	Non-Housing Community Development									

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

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

1 Housing Rehabilitation: The City had a goal of 25 homes to receive repairs, rehabilitation, or reconstruction. Using CDBG and HOME, we completed 27 units. In addition to these 27, CDBG funds were used as match to temporarily relocate 14 tenants during lead abatement construction, while completing assessments on 160 units, and completing remediation on 96 units. Using state and local funding, we completed

an additional 74 units, exceeding our goal with a total of 371 owner-occupied and rental units completed. This goal provides an LMH benefit, and the objective for housing rehabilitation is to provide decent affordable housing. The City has indicated this goal as a priority in its 2025 Annual and Consolidated plan.

2 New Construction: Under its CHDO set-aside activities, the City had a goal of five new affordable units. Using HOME, we completed two units. Using state and local funding we completed an additional eleven single-family units and 250 new multifamily units, exceeding our goal with a total of 263 new affordable units. This goal provides an LMH benefit, and the objective for new construction is to create suitable living environments. The City has indicated this goal as a priority in its 2025 Annual and Consolidated plan.

3 Down Payment Assistance: The City set a goal to assist 25 new LMI homebuyers with acquisition and down payment assistance. Using HOME, the City assisted two new homeowners. Using state and Treasury-ARPA funding, we completed an additional 33 DPA loans, for a total of 35. This goal provides an LMH benefit, and the objective for homeownership assistance is to provide decent affordable housing. The City has indicated this goal as a priority in its 2025 Annual and Consolidated plan.

4 Acquisition: The City set a goal to complete 16 new acquisitions of property or parcels to be utilized for new affordable housing, removal of blight, or preservation of existing affordable units. The City did not prioritize this goal this past year. Instead, the City focused on donation of current City-owned parcels to its Community Land Trust for future affordable housing projects. The objective for acquisition is to provide decent affordable housing. The City has removed this goal from the 2025 Annual and Consolidated plans and will focus instead on facilitating new construction through partnerships.

5 Public Facilities: The City set a goal to conduct repairs or rehabilitation of five of its community centers or public facilities. The City met this goal which benefited an estimated 12,355 persons in LMI areas. The objective for public facilities is to make suitable living environments available/accessible. The City has indicated this goal as a priority in its 2025 Annual and Consolidated plan.

6 Homeless Support including Public Service Assistance, Permanent Relocation, and Rapid Re-Housing: The City set a goal to assist 170 persons facing homelessness utilizing permanent relocation, rapid rehousing, and other public service assistance. Using ESG, CDBG, and local funds, the City provided homeless support services to 662 persons and families. The objectives for homeless support include creating economic opportunities, providing decent affordable housing, and creating suitable living environments. The City has indicated this goal as a priority in its 2025 Annual and Consolidated plan.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME
White	4583	2
Black or African American	8527	14
Asian	119	0
American Indian or American Native	18	0
Native Hawaiian or Other Pacific Islander	11	0
Total	13,258	16
Hispanic	797	1
Not Hispanic	12,920	15

Describe the clients assisted (including the racial and/or ethnicity of clients assisted with ESG)

	HESG
American Indian, Alaska Native, or Indigenous	5
Asian or Asian American	1
Black, African American, or African	456
Hispanic/Latina/e/o	6
Middle Eastern or North African	0
Native Hawaiian or Pacific Islander	1
White	128
Multiracial	26
Client doesn't know	0
Client prefers not to answer	0
Data not collected	9
Total	632

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

Narrative

Not included in the table above are persons assisted through the City's programs funded with state, local, and other federal funds (ARPA, CARES/CV, SHIP, etc.). This includes more than 1,100 other households and individuals served through these other funding sources. The following categories are not included in the above table:

- 459 Other races/unknown (CDBG)
- 3 Female Headed Households (HOME)

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,913,062	1,584,560.81
HOME	public - federal	1,080,524	1,271,478.41
ESG	public - federal	163,251	145,330.34

Table 3 - Resources Made Available

Narrative

With respect to disproportionately greater needs measured as being 10% greater than the overall jurisdiction on the measure, only a small subgroup met that test as provided in the HUD PY 2020-2024 Consolidated Plan. **Hispanic households in the 50%-80% group with housing problems (at least one of the following: lacks complete kitchen facilities, lacks complete plumbing facilities, more than one person per room, or cost burden greater than 30% of the household's income) had a disproportionately greater need. With regard to severe housing problems (having more than one of the following: lacks complete kitchen facilities, lacks complete plumbing facilities, more than 1.5 persons per room, and cost burden greater than 50% of the household's income) and cost burdened households (greater than 30% of the household's income spent on housing), black/African American and Hispanic households reflected the greatest needs but did not meet the test of a disproportionately greater need of 10% higher than the overall jurisdiction. In addition to expending \$ 1,271,478.41 in regular HOME funding, the City received \$ 215,130.92 in HOME program income and expended \$ 203,761.61 on HOME eligible activities.**

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City Wide	75	100	The City invests in projects located in any area within the City limits.
Neighborhood Revitalization Strategy Area	25	0	

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City of Tallahassee does not allocate funding based solely on geographic requirements. Determining priorities for spending the City's federal block grant funding is based on multiple forms of analysis and input. Data analysis related to population trends (including minority concentrations and growth in the number of persons with Limited English Proficiency), housing needs, the housing market, and the economy was central to decision making for the Consolidated Plan. However, through utilization of state and local funds, a total of 37 owner occupied units were rehabilitated in the NRSA.

Additionally, the City has identified infrastructure and public facility improvement activities for community centers located in the NRSA. The planned activities will serve a community, neighborhood or LMI area. These projects (or activities) are said to have an "area-wide" benefit. Per HUD requirements, these areas must be within an eligible Census Tract, as defined by HUD, whereby the majority of the residents are low to moderate-income. To determine these Tracts the City utilizes the FFIIEC Geocoding Mapping System (<https://geomap.ffiec.gov/ffiecgeomap/>) and HUD's identified census block group tracts within the jurisdiction at <https://www.hudexchange.info/programs/acs-low-mod-summary-data/>.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

ESG Match: ESG Match funding came from several local sources including General Revenue, Promise Zone funding, and Change for Change. These funds support a variety of public services; however, a portion of funds supports activities and local shelters specifically serving the homeless population. For FY2024-2025, a total of \$533,634 was funded from general revenue for homeless services in addition to the City's federal funding.

HOME Match: HOME match funding is provided through several sources. As HOME funds are used for down payment and closing cost assistance to first-time homebuyers, these funds are leveraged with private sector mortgages, and state SHIP funds are used to pay for counseling and education programs. HOME funds are also matched through the use of SHIP funding for the Home Repair and Rehabilitation Program, and the City's Water and Sewer Fee Waiver Program funded through the Affordable Housing Trust Fund. The Water and Sewer program provides a waiver of required tap fees for new or expanded affordable housing developments. These new developments are HOME-eligible. The City provided \$246,583.48 in fee waivers supporting the development of 13 new single-family units, 150 multifamily units, and \$112,500 in direct subsidy for new construction of one single family unit.

Leveraged Public Services: The City supports the provision of public services through the Community Human Services Partnership (CHSP). This program is in partnership with Leon County. Several funding sources are used including General Revenue, Promise Zone funding, Change for Change, and the Affordable Housing Trust Fund. Through a combination of these resources, the City leveraged over \$1.8M in funding for public services.

Leveraged Publicly Owned Land: The City supports the development of affordable housing in many ways, including with City-owned lots and parcels. The City regularly reviews the surplus parcel listing to determine suitability for affordable development, including donations to Habitat for Humanity, the Community Land Trust, and in partnership with developers of affordable housing.

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	537,228.72	0	0	475,301.10	0	61,927.62
Number	14	0	0	10	0	4
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	537,228.72	0	537,228.72			
Number	14	0	14			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

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

Table 9 – Minority Owners of Rental Property

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

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	20	30
Number of Non-Homeless households to be provided affordable housing units	55	43
Number of Special-Needs households to be provided affordable housing units	0	0
Total	75	73

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	20	30
Number of households supported through The Production of New Units	5	2
Number of households supported through Rehab of Existing Units	25	41
Number of households supported through Acquisition of Existing Units	25	0
Total	75	73

Table 12 – Number of Households Supported

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

The number in Table 12 represent affordable housing units/households assisted or supported through rehabilitation of owner-occupied homes, down payment assistance, permanent relocation/rapid rehousing, and CHDO activities funded with the entitlement funds of CDBG, HOME, and ESG. Not included in these numbers are:

- 74 repair and rehabilitation activities were completed with SHIP, General Revenue, and ARPA funds;
- 263 new units constructed (single-family and multifamily);
- 160 rental units assessed for lead-based paint and 96 rental units were remediated through the HUD Lead Hazard Reduction Grant; and
- 211 households supported through homebuyer and financial counseling.

As indicated above and below, the City clearly exceeded its goals utilizing flexible program design to braided funding for maximum impact. Those in the table are only those assisted with CDBG or HOME funding. As noted below, the City uses other grant and local funds to ensure all goals are met or exceeded.

Number of households supported through Rental Assistance: This goal is accomplished by the ESG rapid rehousing rental assistance program and the City's Landlord Risk Mitigation Fund. Addressing homelessness is a top priority for the City in both its HUD plans and the City's own 2029 Strategic Plan. The City's participation in the CHSP process, in partnership with Leon County, provides tremendous support for homeless individuals. With almost \$3.1M invested by the City in federal, state, and local funds, the City was able to assist 665 facing homelessness.

Number of households supported through The Production of New Units: The number of new construction CHDO units has decreased from prior years, however the City has several active programs to facilitate new single and multifamily units all in various stages of development. Two HOME CHDO/DPA units were accounted for in table 12 during PY 2024. These programs are funded with sources other than HOME, including state SHIP, Treasury ARPA, HOME-ARP, the Community Redevelopment Agency, and City General Revenue. The actual number of new units constructed in PY 2024 through the City's innovative programs is 263, with support provided for an additional 16 through fee waivers.

Number of households supported through Rehab of Existing Units: The City continues to meet affordable housing preservation goals. The number identified above are units that were completed during PY2024 using CDBG and HOME funds. However, the City also utilized SHIP, LHRG, Treasury ARPA, and City General Revenue to preserve homeowner and rental units for a total completed in PY 2024 of 196. The City identifies housing rehab as a high need and will continue to include this in future plans.

Number of households supported through Acquisition of Existing Units: This goal is accomplished by using HOME, SHIP, and ARPA funding. During PY 2024, two (2) homeowners were assisted through DPA funded with HOME, while an additional 33 homeowners were assisted through DPA funded with ARPA.

Discuss how these outcomes will impact future annual action plans.

With the City's focus on addressing the housing shortage both in new units and preserving existing units, the City will continue to prioritize health and safety repair initiatives, neighborhood infill housing builds, and funding for multifamily developments. During the 2025 Consolidated Plan process, the City identified a gap of over 12,000 units affordable for households at or below 50% AMI. Through continuing its innovative programs, creative policies, and unique partnerships, the City will continue to focus on bringing more units online to fill the gap. However, completing new units is only a part of the

solution. The City also has programs to assist with education attainment, job training, and employment skills, ensuring that household earnings can keep up with the rising demand of the cost of living.

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

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	602	10
Low-income	4647	3
Moderate-income	8468	3
Total	13,717	16

Table 13 – Number of Persons Served

Narrative Information

In addition to those reported for CDBG and HOME, the following persons were served for a total of 15,009 persons served during the program year.

- 632 extremely low-income households (homeless) served through ESG;
- 37 extremely low and very low-income households served with state, other federal, and local funds;
- 596 low-income households served with state, other federal, and local funds; and
- 11 moderate income households served with state, other federal, and local funds.

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

The City works with multiple organizations that serve the homeless community in the area. The Big Bend Continuum of Care, through its outreach staff and volunteers, completed the annual Point-in-Time Survey in late January 2025 providing an opportunity for comprehensive outreach to unsheltered individuals and families.

Through the Comprehensive Human Services Partnership (CHSP) program, the City provides funding to Capital City Youth Services, Refuge House, Family Promise Big Bend, formerly, Big Bend Homeless Coalition, the Comprehensive Emergency Services Center, Ability First, Brehon Institute for Family Services, the Salvation Army, Big Bend 2-1-1, Good News Outreach, and America's Second Harvest. Combined, these agencies received more than \$2,408,114 in General Revenue, AHTF, and Change for Change funding to support homeless services for FY 2024-2025.

The City also directly funds the area's two largest shelters: The Comprehensive Emergency Services Center (CESC), and the Family Promise Big Bend (FPBB). The City leverages funding from CDBG, ESG, General Fund, Change for Change, and the Affordable Housing Trust Fund to provide supportive programming, day services, overnight sheltering, case management, permanent supportive housing, job training, and shelter operations.

Addressing the emergency shelter and transitional housing needs of homeless persons

The CESC has 291 beds but also provides on-site access to needed services and resources not only for those residing in the shelter but also for any unsheltered homeless persons seeking services. HOPE Community Family Emergency Shelter, managed through FPBB, serves families with children and veterans through shelter, transitional housing, and permanent supportive housing. HOPE Community provided emergency shelter, case management and support services to 381 persons in 120 families, 238 of whom were children under 18. The City works very closely with the Big Bend CoC to ensure the needs of the homeless are addressed through coordinated entry. The monthly meetings of the CoC with service providers continue to be an effective way of providing information about resources relative to homelessness issues.

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

A total of \$2,144,569.97 in federal and state resources was secured by the Big Bend Continuum of Care as a result of the HUD Homeless Continuum of Care NOFA for permanent supportive housing, HMIS system and coordination, planning, and general homelessness assistance programs such as TANF. These funds support both local shelters with supportive services programs, helping homeless persons make the transition to permanent housing and independent living.

The City partners with the Big Bend CoC, Leon County and many other local agencies through its comprehensive Community Human Services Partnership Program (CHSP). This partnership utilizes a holistic approach to providing services to low income and homeless persons throughout Leon County and the City of Tallahassee. Partner agencies include:

- Ability 1st/Center for Independent Living: provides a variety of services for those with disabilities enabling them to live independently
- Boys and Girls Club: provides mentoring and support for disadvantaged youth and those in foster care
- Refuge House: provides services and support for those escaping domestic violence
- The City's Gun Violence Task Force: to support efforts to reduce gun violence in the City of Tallahassee

These are just a few of the agencies receiving approximately \$3.1M in federal and local funds. Many of the partner agencies provide services to homeless individuals meeting the definitions as provided in the ESG regulations at 24 CFR Part 576. The City uses the local funds as match for its ESG funding (as noted in an earlier section of this report). These agencies assist those receiving assistance from other public or private agencies and addresses housing, health, social services, employment, education, and youth needs.

In addition to the work already noted, the City has two specific programs to address homelessness among disadvantaged groups. The first, TEMPO, is a program created by the City in 2017. TEMPO provides a path for disconnected youth to essential services, enabling vocational education opportunities, connecting youth to workforce training through short-term apprenticeships with local organizations, and enabling the benefit of workforce training through job placement.

The second is the City's Landlord Risk Mitigation Fund. This Fund, created in 2020 to address the needs of housing instability exacerbated by the pandemic, is a partnership with Leon County. The program encourages landlords to engage in housing stability activities by providing emergency support for their tenants. Support is in the form of temporary rental assistance, minor repairs, and leasing bonuses to landlords who agree to house tenants exiting homelessness or incarceration. These would also include those exiting mental and other health institutions such as rehab facilities.

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

Through the use of ESG funding, the City helped move homeless persons and families into housing to provide the necessary shelter and funds for necessary case management services to individuals to develop individualized plans to address their needs and connect them with appropriate resources. These programs are aimed at reducing the amount of time households and individuals reside in shelters and transitional housing and assist households to become self-sufficient by providing access to affordable housing and the necessary essential services. These outcomes are reported under CR-65 and the accompanying SAGE report.

In addition, the activities noted in the previous section address the programs the City has or agencies it partners with to address homelessness to make it rare, brief, and non-recurring.

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

Actions taken to address the needs of public housing

The Tallahassee Housing Authority (THA) has continued to make accessibility improvements to units as needed. The THA has completed numerous renovations to kitchens and bathrooms throughout their properties.

The THA continues to enhance the safety of their communities by installing additional lighting on unit entrances, increasing the number of lights on poles to improve visibility at night for residents and police patrols. Numerous trees have been trimmed; additional cameras and fencing have been added as well. THA has contracted for off-duty TPD security patrol services at its properties. Members of the Tallahassee Police Department Crime Prevention and Gang Unit continue to work with THA and its residents to stem criminal activity, violence and address resident concerns. THA managers attend monthly Tallahassee Police Department and Leon County Sheriff Department community meetings where information on criminal activity is shared with housing providers in Tallahassee.

The THA contracts with the Boys and Girls Club of Big Bend (BGCBB) for after-school and summer youth program services at our public housing community center sites. The goal is to provide after-school and summer programs that successfully extend learning opportunities beyond the school day and year. These programs encourage greater family connections and resident involvement with their children's education, social interactions and neighborhood environment. THA and BGCBB are committed to implementing comprehensive after-school programs that provide meaningful academic and extra-curricular activities, and extended learning opportunities for children residing in THA properties, their families, and the surrounding communities.

THA and their development partner Columbia Residential, LLC leveraged \$6.5M of City of Tallahassee, Leon County and Community Redevelopment Agency (CRA) funding to secure awards from Florida Housing Finance Corporation for Phases 1 and 2 of the redevelopment of the Orange Avenue Apartments. Phases 1 and 2 are completed, replacing 200 units with 290 new affordable and mixed income units. There are two additional phases of redevelopment to complete the property. Phase 3 will be a 90-unit development community for seniors 62 years and older. THA will be submitting applications to the FHFC this year for funding. Both the City and Leon County have already committed resources for phase 3 of the development.

The City and County also provided funding for the THA's Master Plan process to prepare a master plan for the redevelopment of the Springfield Apartments. The 194-unit property was built in 1974 on almost 29 acres in northwest Tallahassee. The planning process is documented on the www.SpringfieldForward.com webpage. The master plan calls for the redevelopment of the site and the construction of about 500 new affordable units.

THA will continue to use its Capital Fund Grant monies to maintain and improve its remaining housing stock, improve resident and property security, provide training for THA personnel on policy and

procedures, and to facilitate programs to improve resident empowerment and economic self-sufficiency. Capital Fund dollars will also be used for any relocation and demolition associated with the redevelopment of Springfield Apartments.

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

City staff continued as a member of the local Family Self Sufficiency Coordinating Committee for its Family Self-Sufficiency Program and assisted in developing resources to support program planning initiatives designed to encourage housing authority residents to become more self-sufficient, to explore opportunities, and when appropriate, to be active in management.

THA maintains robust relationships with community partners and are able to offer a number of services to its residents. Through their contract with the Boys & Girls Club, modified programming continued to be offered at two THA sites. THA's Family Self-Sufficiency (FSS) program provides residents with appropriate community referrals as well as direct assistance with resumes, cover letters and interviewing skills. In addition, the program connects resident job seekers with employment opportunities and partners with the Tallahassee Lender's Consortium to refer residents interested in homeownership.

In conjunction with Second Harvest, THA residents and program participants receive food truck deliveries weekly at its public housing sites.

Actions taken to provide assistance to troubled PHAs

The Tallahassee Housing Authority is not in 'troubled' status. THA has been a standard performer since 2011 and are continuing to work toward a high performer designation. The City has received documentation in support of this determination. It should be noted that the City and Leon County have been supporting THA financially through funding THA's redevelopment efforts of both the Orange Avenue and Springfield Apartments.

In addition to these projects, the THA has partnered with the City and developers to utilize Project-Based Vouchers as development subsidy for new multifamily units thereby increasing the long-term affordability of rental units for extremely low and very low-income households. One project was completed during this program year, Ridge Road Flats, which provides 250 new affordable units for households at or below 60% AMI.

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

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

The City of Tallahassee prioritizes efforts that support the construction of new affordable housing units while also focusing on rehabilitating and enhancing existing housing inventory. The City has a catalog of options and partnerships that incentivize developers to bring housing projects across the affordability spectrum to Tallahassee – the **City's Affordable Housing Development Policies**. These tools provide broad spectrum reach and help stretch public dollars, creating a more sustainable, long-term affordable housing environment. With this focus, more affordable housing units are being added as housing challenges are felt across the country.

The City initiated policies and programs in the early 90's, but more recently paired them with new or expanded initiatives to greater effect. This includes amended definition of dwelling units to facilitate the conversion of hotels/motels into affordable studio units, exempting or reducing water/sewer connection fees and concurrency impact fees, regulatory and zoning flexibility, density bonuses, support for TEFRA bonds for non-profit developers, streamlining the process for developers to certify their projects as affordable, and establishing a community land trust. The following are a few recent examples of the success of this suite of incentives.

- The City's ordinance allowing water/sewer connection fee exemptions in exchange for affordable units has incentivized the development of 57 projects for single- and multi-family units by saving developers over \$1M in water/sewer tap fees since 2020.
- The City's Inclusionary Housing ordinance, adopted in 2004 and amended in 2008, provides developers an incentive to have at least 10% of units certified as affordable. These incentives include density bonuses, design flexibility, and expedited reviews, among others. This has resulted in four projects, both rental and homeownership, with affordable units constructed in high-income census tracts alongside market rate units. Currently, more than 40 rental and homeownership units have been completed under the program.
- The City's Affordable Home Construction Loan Program provides low interest loans to developers to construct new single-family units for sale to low and moderate income homebuyers. Began in 2021, the program is popular with local builders looking to build equity and partner with the City in revitalizing neighborhoods, one new unit at a time. Since its inception, the program has yielded 13 new units for a total of \$3M in local real estate sales. The funds repaid are recycled into the program to fund another unit.

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

In its 2020 Consolidated Plan the City identified preservation of existing units and new construction of affordable units as its highest need. The Needs Analysis conducted in 2020 indicates that the most common housing program facing Tallahassee's residents is cost burden with 75% of Tallahassee's LMI households cost burdened or severely cost burdened. With a shortage of affordable units, the City's continued focus on adding new units to the pipeline is a top priority. To meet this underserved need, the City utilizes its suite of affordable housing incentives and partners with developers to provide affordable solutions. The City continues to see success with over 900 new or preserved affordable units currently in the pipeline, and over 1,900 units completed since 2020.

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

The City continues to test all houses built prior to 1978 that are rehabilitated under the owner-occupied rehabilitation program for lead paint. If the results of the test indicate that mitigation is required, that mitigation is incorporated into the rehabilitation. The home is tested again and must be cleared before the rehabilitation is considered complete. Additionally, all agencies or sub-recipients that receive funding for rehabilitation work are held to the same standards. To ensure the process is being followed on all owner-occupied rehabilitation projects, City staff order the tests, review them, and do not approve the work write-up or issue a notice to proceed until the process is followed. Final payments are not authorized until acceptable clearance tests are received.

The City is still utilizing the Lead Hazard Reduction and Supplemental Healthy Homes Grant awards from HUD's Office of Lead Hazard Control and Healthy Homes. As a result, the City now has staff who are Repair, Renovate and Paint certified trainers, and hold a Lead Hazard Supervisor Certification further aiding the City in addressing lead and other healthy home hazards. To date, the City has assessed 160 units, and completed remediation on a total of 96 units.

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

The City's Housing Division collaborates with various City Departments and outside partners to provide services and opportunities to those below the poverty level. Through credit counseling and financial readiness, clients are able to set budgets, start a savings account, reduce their debt and increase their credit scores in the hopes of becoming a homeowner and gaining more financial security. Through owner-occupied rehabilitation and repair, the City prioritizes those at or below 50% AMI. In doing so, the City's grant programs ensure the home is healthy and safe, preserving the life of the home, lowering the homeowner's costs, and increasing the market value of the home which in turn increases personal wealth.

CDBG funding is also used to renovate and improve public facilities and service centers which facilitate the provision of public services to low- and moderate-income families. These centers are primarily located in low-income census tract areas and provide a range of services for residents in the surrounding

neighborhoods from safety-net to self-sufficiency and acting as resilience hubs and information centers in cases of emergencies or natural disasters.

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

The City continues to provide opportunities for capacity building through the provision of and coordination of training for local organizations as well as ongoing technical assistance. City staff participate in training opportunities, share information on training opportunities, and encourage attendance at training. During the program year, Housing staff attended various training conferences, conducted peer-to-peer learning sessions, and presented on several panels discussing affordable housing. The HCR Manager over Housing sits on two Florida boards addressing affordable housing and community development needs across the state: the Florida Community Development Association, and the Florida Women's Affordable Housing Network.

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

City staff continued membership and active participation in the BBCoC, Affordable Housing Advisory Committee, South City Foundation, and Housing Leadership Council collaborative network meetings. In addition, the City continues to participate in real estate and builders' associations, as well as neighborhood meetings to determine the needs of neighborhoods and obtain input relative to City activities and projects funded. Through the Community Human Services Partnership process, the City and the County work with local social service agencies to provide needed funding and training to assist low-income residents.

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

The most recent analysis of impediments to fair housing identified the following barriers: (1) need for public education for targeted populations, (2) need for professional training for housing professionals, (3) need for continual housing testing, and (4) need for interagency communications. The City's Fair Housing Office took the following actions in the 2024-2025 fiscal year:

1. The City increased fair housing advocacy in the community by educating children on the importance of equal housing rights, utilizing social media to spread the message of fair housing rights, and distributing educational materials at community events throughout the year.
2. Distributed Fair Housing Educational materials at the City of Tallahassee Martin Luther King Day Festival, Parade, and Day of Dialogue.
3. Produced and aired 30-second on-air radio spots (96 April 1-7, 2025, and 119 September 15-28, 2025) in addition to streaming and digital display ads via local radio stations.

4. Produced and aired multiple TV ads on WCTV promoting Fair Housing Month and Hybrid Fair Housing Symposium in April 2025.
5. Distributed “The Fair Housing Five” books by the New Orleans Fair Housing Center, to local elementary schools for Community Day.
6. Distributed Fair Housing Pamphlets and other educational materials to Orange Avenue Apartments, Texas Street Apartments, Good Bread Apartments, Springfield Apartments, Griffin Heights Apartments, and Leon Arms Apartments.
7. Promoted Fair Housing Symposium on social media through organic and paid posts from April 3–9, 2025, resulting in 7,271 impressions.
8. Developed and published News Release with Fair Housing Symposium information on Talgov.com and sent to 10,594 contacts by email including local media.
9. Hosted Fair Housing Symposium on April 9, 2025, with in person and virtual attendees.
10. Partnered with Community and Economic Development United Group to disburse educational material and host interactive workshops that provide innovative and practical solutions for combating housing discrimination.
11. Partnered with Florida Commission on Human Relations to do a Podcast discussing fair housing rights and history.
12. Partnered with Florida Commission on Human Relations to participate in press conference supporting Tallahassee Housing Authority building project.
13. Partnered with Florida Commission on Human Relations to inform Realtors about Fair Housing Right in the State of Florida at the Realtors Marketing meeting.
14. Hosted *Conversations with Nicole* Fair Housing Series from September 2024 through June 2025, featuring guests Keenya Robertson, Tiffany Hamilton, and Dante Bonner. The series included 3 episodes on key Fair Housing topics, generating over 300 combined YouTube and Facebook views.

CR-40 - Monitoring 91.220 and 91.230

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

The City of Tallahassee is committed to a comprehensive program of monitoring and evaluating the progress of housing and community development activities. The goal of the City is to ensure long-term compliance with the applicable regulations and standards, particularly Title II of the Cranston - Gonzalez National Affordable Housing Act, as amended through December 31, 1998.

The City's Department of Housing and Community Resilience has established its monitoring process to include the entitlement grants, CDBG, HOME, and ESG, issued by the US Department of Housing and Urban Development (HUD), and the City's annual state SHIP funds issued by the Florida Housing Finance Corporation. The monitoring process for these programs is designed to ensure that a system of continuous communication and evaluation is in place. The monitoring process will facilitate the evaluation of program accomplishments in relation to the goals and objectives established in contracts by allowing staff to review all programs and housing service providers to assess strengths, weaknesses, performance capabilities and accomplishments. Information gained from the reviews will give staff an opportunity to determine if programs and/or strategies are working, benefits are being achieved, needs are being met, and objective and goals are being accomplished. Both qualitative and quantitative methods of evaluation are used.

Prior to the issuance of any subgrant agreement or award, the City conducts a Risk Assessment using information from IRS Form 990s, audited financial statements, or annual OMB audits to determine the level of risk. Monitoring the subrecipient may be adjusted based on the score.

Monitoring activities for the Consolidated Plan will incorporate all program requirements of CDBG, HOME, and ESG. This includes reviewing and documenting projects for eligibility, maintaining record-keeping requirements and reviewing financial transactions, including budgets and expenditures. Since the Consolidated Plan is an integrated, comprehensive document, expansions and modifications of monitoring procedures will be continually conducted to comply with all federal regulations.

The City's monitoring standards and procedures include:

1. Payment is made on a reimbursement basis upon proof of eligibility of the activity, proof of the expenditure, and a physical inspection, as necessary. This is true of all contracts as well as work conducted for programs administered in-house. Program managers examine each pay request for accuracy, completeness, and eligibility before authorizing reimbursement. This desk monitoring activity is done each time a pay request is received and, for most contracts, it is done monthly.

2. Regular reports on accomplishments and activities are required from each contractor or sub-recipient to show compliance with the approved tasks and responsibilities described in the contract. This includes audit reports commissioned by and for each agency if required by the Single Audit Act.
3. On-site monitoring of sub-recipients and contractors is conducted annually to assure compliance with state and federal regulations. Prior to scheduling any on-site assessment, staff will meet to conduct a desk audit and review any relevant documents, including a risk assessment, to determine any additional levels of review needed.

1. Long-Term Affordability Monitoring

Another aspect of monitoring is the long-term affordability, in accordance with regulatory requirements, for housing-related projects.

The Long-Term Affordability Monitoring includes the following:

- Oversee Subrecipients (new and active) to conduct Compliance Reviews quarterly and annually;
- Provide annual updates of Income and rent limits;
- Perform desk reviews monthly to ensure program goals are being met by tenants and subrecipients
- Manage HOME assisted units closely in order to meet the Uniform Physical Condition Standards (UPCS) Inspections annually or as needed;
- Conduct on-site face to face reviews on tenant files and provide education and technical assistance to subrecipient;
- Verify the following documentation is in compliance with federal regulations, contract provisions and are completed in a timely fashion;
 - Current, signed lease-Tenant Income Certification-Monthly rent;
 - Affirmative Marketing Questionnaire and Agreement (5 or more units);
 - UPCS Rental inspection report is in compliance-Sub-Recipient Operating Statement;
 - Proof of property/liability insurance is in compliance-Other documentation as applicable.

2. Minority and Women-Owned Business Outreach and Section 3 Reporting

It is the written and practiced policy of the City to encourage the participation of all interested women and minority owned businesses. The City will also comply with Section 3 of the Housing and Urban

Development Act of 1968 (12 U.S.C 1701u) and implementing regulations at 24 CFR Part 75. Starting July 1, 2021, the City began reporting Section 3 in IDIS. The Section 3 report has been uploaded in the CR-00 of this CAPER.

3. Comprehensive Planning Requirements

The comprehensive planning requirements include the community planning and development process of the 5-Year ConPlan, subsequent AAPs, and CAPERs as per 24 CFR 91 Subpart A, C & F. Citizen participation is a vital part of the consolidated plan process, and the City follows its HUD approved Citizen Participation Plan (CPP) which helps guide staff to gather community input as an essential component in identifying the priority housing and community development needs in the City.

The ConPlan is developed every 5 years, with identified priority needs and goals to address these needs. Each year of the 5-Year plan, the City develops an AAP which identifies the projects and activities that will address and further the goals of the plan. This plan is required to be submitted to and approved by HUD each year to receive CDBG, HOME and ESG funding annually. At the end of each AAP program year, the City will report on the accomplishments and performance of the program through the CAPER (performance report). Citizen participation is required in the development of each of these stages as per 24 CFR 91.105.

4. PY 2024 Citizen Participation Efforts for the Plan

Citizen participation is a major component in the implementation of the City's HUD program reports, and the City adheres to HUD's citizen participation requirements. The City of Tallahassee recognizes the importance of a robust, comprehensive, and effective citizen participation and stakeholder consultation process. The community insights and ideals gained from this outreach are invaluable resources to the development of an appropriate, comprehensive, and meaningful strategy set forth in this plan.

The City of Tallahassee engaged various stakeholders through multiple meetings during development of the FY 2024-2025 Annual Plan. The City held one public hearing during the development of the plan, one specific consultation with the homelessness coalition, and the final public hearing on June 19, 2024, to adopt the plan conducted in accordance with 24 CFR Part 91, and the City's Citizen Participation Plan, to collect substantive feedback and input from stakeholders. Concurrently, the City solicited public feedback through public notices of meetings published in the local newspaper and on the City's website.

Concurrently, the City of Tallahassee solicited public feedback through newspapers, local media outlets, and official governmental websites. This outreach was conducted to ensure the inclusion of all residents of the City, target areas, beneficiaries of federal resources awarded through the public awards process, and public and private agencies operating in the City.

In addition, the City solicited comment during the 30-day public comment period from June 3, 2024, to July 5, 2024. During the comment period the City hosted its webpage showcasing the 2020-2024 Consolidated Plan, FY2023 CAPER, Market Analysis and Needs Assessment, and the Analysis of Impediments to Fair Housing. The City held the final public hearing on June 19, 2024, at which the City Commission adopted the Plan. Proper notices of public comment were published in a newspaper of general circulation, on the City's home website, and social media pages.

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.

To meet the requirements outlined by HUD to allow for satisfactory citizen participation of the PY 2024 CAPER, the City gave a public notice in a local paper, The Tallahassee Democrat, on the City website, and held a Public Hearing that took place at the **December 10, 2025, Commission Meeting**.

PUBLIC COMMENT PERIOD: Notice was given that a draft of the CAPER for the City has been completed and was available for a fifteen (15) day public review and comment period, from Friday, November 21, 2025, through Wednesday, December 10, 2025. The copy of the draft CAPER was available online at www.talgov.com/housing. Per the City's Citizen Participation Plan, the notice included the following information:

- the purpose of the notice;
- location, date and time of the public hearing;
- instructions for how to obtain a copy of the CAPER or access it from the City's website;
- instructions and a contact for accommodation of special needs;
- a deadline for providing comments; and
- instructions on how to provide comments.

No public comments were received in response to the postings.

CR-45 - CDBG 91.520(c)

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

The City did not make any changes to its program objectives.

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

No

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

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CR-50 - HOME 24 CFR 91.520(d)

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

Please list those projects that should have been inspected on-site this program year based upon the schedule in 24 CFR §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

There are several rental projects funded with HOME that are regularly inspected.

- Casanas Village – No current issues identified. Scheduled for monitoring and annual inspection in 2026.
- CHDO Single Family Rentals/Bethel CDC – No current issues identified. Scheduled for monitoring and annual inspection in 2026.
- CHDO Single Family Rentals/Big Bend CDC – No current issues identified. Scheduled for monitoring and annual inspection in 2026.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)

While the City does not own properties that meet the threshold for affirmative marketing, the City does have an in-house Affirmative Marketing Plan. In addition, all HOME subrecipients and CHDOs are required by the City to have a written Affirmative Marketing Plan if a project contains five or more units. These plans are submitted to the City for review during the project approval process and reviewed during monitoring to ensure that all requirements of 24 CFR Part 92.351(a) continue to be met. For this performance year, HUD PY2024, no projects were completed with HOME funding that would be subject to an affirmative marketing plan.

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

All program income received is reprogrammed back into eligible HOME and CDBG projects after the City Commission allocates such program income in each Annual Plan submission. According to the PR-09, the City had a balance on hand for HOME Program income of \$0. In this past PY, the City received a total of \$215,130.92 in PI and expended \$203,761.61 towards owner-occupied rehabilitation and down payment assistance. The remaining balance for HOME PI is \$11,369.31. The City does not use HOME funds for TBRA and there are no funds entered for TBRA in the HOME PI Table.

**Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k)
(STATES ONLY: Including the coordination of LIHTC with the development of affordable
housing). 24 CFR 91.320(j)**

The City of Tallahassee's Housing Division partners with community agencies to build and preserve the inventory of affordable housing within the City, and to provide pathways out of homelessness for vulnerable neighbors. Some of the initiatives expanded, continued, or launched during PY2024 include:

1. Continued the City's flagship programs of owner-occupied rehabilitation and repair partner with local no-profit agencies, including CHDOs, to preserve affordable units for low-income homeowners across the City. Without these vital programs, some of these homes may be lost to age or damaged by storms.
2. Expanded the City's Down Payment Assistance program to include Treasury-ARPA dollars intended to offset higher interest rates and rising housing costs by providing a higher DPA loan amount to low-income first-time homebuyers.
3. Continued to provide housing counseling, homelessness prevention, after school activities, and permanent relocation for low-mod families and households.

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CR-58 – Section 3

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

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

Table 14 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0	0	0		
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0	0	0		
Direct, on-the job training (including apprenticeships).	0	0	0		
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0	0	0		
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0	0	0		
Outreach efforts to identify and secure bids from Section 3 business concerns.	1	0	0		
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0	0	0		
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0	0	0		
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0	0	0		
Held one or more job fairs.	0	0	0		
Provided or connected residents with supportive services that can provide direct services or referrals.	0	0	0		
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0	0	0		
Assisted residents with finding child care.	0	0	0		
Assisted residents to apply for, or attend community college or a four year educational institution.	0	0	0		
Assisted residents to apply for, or attend vocational/technical training.	0	0	0		
Assisted residents to obtain financial literacy training and/or coaching.	0	0	0		
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0	0	0		
Provided or connected residents with training on computer use or online technologies.	0	0	0		
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0	0	0		
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0	0	0		
Other.	1	0	0		

Table 15 – Qualitative Efforts - Number of Activities by Program

Narrative

This section reports on the new Section 3 reporting requirements, which is now reported directly in IDIS on the activity level. HUD made effective a new Section 3 Final Rule on October 29, 2020, which set new benchmarks and method for reporting the program under 24 CFR 75. Section 3 helps to establish more economically sustainable communities by ensuring that employment and other economic opportunities generated by Federal grant assistance for development programs are directed towards very low and low-income individuals and communities to the greatest extent possible, and in particular to those who are recipients of the Federal assistance. The Final Rule changes tracking the number of qualified new hires in Section 3 projects, to tracking the total labor hours worked by Section 3 or Targeted Section 3 workers. Please see the following link for definitions of a Section 3 or Targeted Section 3 worker: <https://www.hudexchange.info/what-does-section-3-worker-mean>

HUD has set a benchmark for grantees to meet in order to maintain compliance. Section 3 recipients are considered to be compliant with the Section 3 requirements and met the safe harbor if they certify that they have followed the required prioritization of effort met or exceeded the applicable Section 3 benchmarks. The benchmark for Section 3 workers was set at 25 percent or more of the total number of labor hours worked by all workers on a Section 3 project. The benchmark for Targeted Section 3 workers was set at 5 percent or more of the total number of labor hours worked by all workers on a Section 3 project.

Section 3 Projects cover housing rehabilitation; housing construction and public improvement construction activities assisted under HUD grant programs that provide housing and community development financial assistance that exceeds a threshold of \$200,000 per activity. A \$100,000 activity threshold applies to grants under HUD's Lead Hazard Control and Healthy Homes programs.

In PY 2024 there was one activity that triggered the threshold for reporting Section 3;

- Activity 2720 – Owner-Occupied Rehabilitation was funded for \$225,000.00. Outreach efforts to identify and secure bids from Section 3 businesses and workers were made.

The Section 3 report generated from IDIS has been uploaded to the CR-00 section of this CAPER.



CITY OF
TALLAHASSEE

ATTACHMENT 1 CR-65

ESG SAGE Report for Persons Assisted

DRAFT



Submission Overview: ESG: CAPER

Report: CAPER

Period: 10/1/2024 - 9/30/2025

Your user level here: Data Entry and Account Admin

Step 1: Dates

10/1/2024 to 9/30/2025

Step 2: Contact Information

First Name Robyn
Middle Name
Last Name Wainner
Suffix
Title
Street Address 1 435 N. Macomb Street
Street Address 2
City Tallahassee
State Florida
ZIP Code 32301
E-mail Address Robyn.Wainner@talgov.com
Phone Number (850)891-7174
Extension
Fax Number

Step 4: Grant Information

Emergency Shelter Rehab/Conversion

Did you create additional shelter beds/units through an ESG-funded rehab project No
Did you create additional shelter beds/units through an ESG-funded conversion project No

Data Participation Information

Are there any funded projects, except HMIS or Admin, which are not listed on the Project, Links and Uploads form? This includes projects in the HMIS and from VSP No

Step 5: Project Outcomes

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

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

The goal of ESG-funding is to reduce the number of persons who are homeless in the community and reduce the length of time the persons are homeless. Therefore, the specific ESG-RRP performance outcomes will be a measure of the number of persons or households that move out of homelessness into permanent housing as well as whether the move to permanent or permanent supportive housing has been successful at the three month, six months, or other intervals.

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

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

Big Bend Homeless Assistance Continuum of Care used ESG funds to support HMIS and RRH. For program year 2024-2025, Emergency Solutions Grant funds were awarded to the Big Bend Continuum of Care to provide HMIS support and Rapid Rehousing Services through the employment of a landlord liaison. For program year 2024-2025 a total of 632 homeless individuals were assisted. For program year 2023-2024, a total of 1019 homeless individuals were assisted, however, more clients were housed and remained in housing in the current funding cycle. Leon County agencies within the Big Bend CoC coverage area served 632 individuals through Rapid Rehousing services, both case management and financial assistance. Of the 537 exits, 227 of those individuals exited to a permanent housing placement. At 3 months- 59 were still permanently housed, at 6 months- 125 were still permanently housed, at 9 months- 144 were still permanently housed.

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

Households participating in RRH programs continue to encounter significant challenges, including rising rental rates, unemployment, and other socioeconomic factors, which have impacted their ability to sustain housing beyond three months. Additionally, collecting follow-up data at 3, 6, and 9-month intervals has proven difficult for our agencies, as many clients relocate and do not update their contact information, hindering outreach efforts. These challenges are further complicated when households do not engage with services after exiting the program, limiting our ability to accurately assess long-term outcomes.

OR

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

N/A

Step 6: Financial Information

ESG Information from IDIS

As of 10/24/2025

FY	Grant Number	Current Authorized Amount	Funds Committed By Recipient	Funds Drawn	Balance Remaining	Obligation Date	Expenditure
2024	E24MC120019	\$168,138.00	\$168,138.00	\$99,289.61	\$68,848.39	11/4/2024	11/4/2026
2023	E23MC120019	\$163,251.00	\$163,251.00	\$163,251.00	\$0	9/27/2023	9/27/2025
2022	E22MC120019	\$157,307.00	\$157,307.00	\$157,307.00	\$0	11/10/2022	11/10/2024
2021	E21MC120019	\$158,153.00	\$158,153.00	\$158,153.00	\$0	11/1/2021	11/1/2023
2020	E20MC120019	\$162,749.00	\$162,749.00	\$162,749.00	\$0	4/20/2021	4/20/2023
2019	E19MC120019	\$160,192.00	\$160,192.00	\$160,192.00	\$0	10/23/2019	10/23/2021
2018	E18MC120019	\$160,982.00	\$160,982.00	\$160,982.00	\$0	10/3/2018	10/3/2020
2017	E17MC120019	\$159,895.00	\$159,895.00	\$159,895.00	\$0	10/19/2017	10/19/2019
2016	E16MC120019	\$159,582.00	\$159,582.00	\$159,582.00	\$0	11/3/2016	11/3/2018
2015	E15MC120019	\$157,046.00	\$157,046.00	\$157,046.00	\$0	9/23/2015	9/23/2017
Total		\$1,876,912.99	\$1,876,912.99	\$1,808,064.60	\$68,848.39		

Expenditures	2024 Yes	2023 No	2022 No	2021 No	2020 No	2019 No	2018 No
FY2024 Annual ESG Funds for							
Homelessness Prevention							
Non-COVID							
Rental Assistance							
Relocation and Stabilization Services - Financial Assistance							
Relocation and Stabilization Services - Services							
Hazard Pay <i>(unique activity)</i>							
Landlord Incentives <i>(unique activity)</i>							
Volunteer Incentives <i>(unique activity)</i>							
Training <i>(unique activity)</i>							
Homeless Prevention Expenses			0.00				
FY2024 Annual ESG Funds for							
Rapid Re-Housing							
Non-COVID							
Rental Assistance							
Relocation and Stabilization Services - Financial Assistance							
Relocation and Stabilization Services - Services			72,305.00				
Hazard Pay <i>(unique activity)</i>							
Landlord Incentives <i>(unique activity)</i>							
Volunteer Incentives <i>(unique activity)</i>							
Training <i>(unique activity)</i>							
RRH Expenses			72,305.00				
FY2024 Annual ESG Funds for							
Emergency Shelter							
Non-COVID							
Essential Services							
Operations							
Renovation							
Major Rehab							
Conversion							
Hazard Pay <i>(unique activity)</i>							
Volunteer Incentives <i>(unique activity)</i>							
Training <i>(unique activity)</i>							
Emergency Shelter Expenses			0.00				
FY2024 Annual ESG Funds for							

Temporary Emergency Shelter	Non-COVID
Essential Services	
Operations	
Leasing existing real property or temporary structures	
Acquisition	
Renovation	
Hazard Pay <i>(unique activity)</i>	
Volunteer Incentives <i>(unique activity)</i>	
Training <i>(unique activity)</i>	
Other Shelter Costs	
Temporary Emergency Shelter Expenses	
	FY2024 Annual ESG Funds for
Street Outreach	Non-COVID
Essential Services	
Hazard Pay <i>(unique activity)</i>	
Volunteer Incentives <i>(unique activity)</i>	
Training <i>(unique activity)</i>	
Handwashing Stations/Portable Bathrooms <i>(unique activity)</i>	
Street Outreach Expenses	0.00
	FY2024 Annual ESG Funds for
Other ESG Expenditures	Non-COVID
Cell Phones - for persons in CoC/YHDP funded projects <i>(unique activity)</i>	
Coordinated Entry COVID Enhancements <i>(unique activity)</i>	
Training <i>(unique activity)</i>	
Vaccine Incentives <i>(unique activity)</i>	
HMIS	95,833.00
Administration	
Other Expenses	95,833.00
	FY2024 Annual ESG Funds for
	Non-COVID
Total Expenditures	168,138.00
Match	
Total ESG expenditures plus match	168,138.00

Total expenditures plus match for all years

Step 7: Sources of Match

	FY2024	FY2023	FY2022	FY2021	FY2020	FY2019	FY2018	FY2017	FY2016	FY2015
Total regular ESG plus COVID expenditures brought forward	\$168,138.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total ESG used for COVID brought forward	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total ESG used for regular expenses which requires a match	\$168,138.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Match numbers from financial form	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Match Percentage	0.00%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Match Source	FY2024	FY2023	FY2022	FY2021	FY2020	FY2019	FY2018	FY2017	FY2016	FY2015
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Other Non-ESG HUD Funds

Other Federal Funds

State Government

Local Government

Private Funds

Other

Fees

Program Income

Total Cash Match	558,359.00	502,112.76	923,589.00	578,512.00	0.00	0.00	0.00	0.00	0.00	0.00
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Non Cash Match

Total Match	558,359.00	502,112.76	923,589.00	578,512.00	0.00	0.00	0.00	0.00	0.00	0.00
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Step 8: Program Income

Program income is the income received by the recipient or subrecipient directly generated by a grant supported activity. Program income is defined in 2 CFR §200.307. More information is also available in the [ESG CAPER Guidebook](#)

Did the recipient earn program income from any ESG project during the program year?



CITY OF
TALLAHASSEE

ATTACHMENT 2

CDBG PR26 REPORT

DRAFT



Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2024
TALLAHASSEE , FL

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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	1,869,974.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	7.50
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,869,981.50

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,373,312.90
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,373,312.90
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	204,565.77
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,577,878.67
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	292,102.83

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	1,373,312.90
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	1,373,312.90
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	144,124.97
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	144,124.97
32 ENTITLEMENT GRANT	1,869,974.00
33 PRIOR YEAR PROGRAM INCOME	67,674.14
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,937,648.14
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	7.44%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	204,565.77
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	204,565.77
42 ENTITLEMENT GRANT	1,869,974.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,869,974.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	10.94%



Office of Community Planning and Development
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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Target Area Type	Drawn Amount
2023	1	2696	6994591	FY22 - THA - Springfield Apartments Redevelopment - Demolition	04	LMH	Strategy area	\$175,000.00
					04	Matrix Code		\$175,000.00
2023	1	2698	6994591	FY24 - OORehab - 823 Dent Street - Lucious Givens - NS14200	14A	LMH	Strategy area	\$3,600.00
2023	1	2698	7004998	FY24 - OORehab - 823 Dent Street - Lucious Givens - NS14200	14A	LMH	Strategy area	\$1,200.00
					14A	Matrix Code		\$4,800.00
Total								\$179,800.00

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

No data returned for this view. This might be because the applied filter excludes all data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	15	2683	7026336	FY21 - PF Improvements - Lincoln Center Re-Roofing Engineering	03E	LMA	\$8,717.00
2022	5	2670	6994591	FY23 - PF Improvements - Leverne Payne - Interior Renovations	03E	LMA	\$6,740.00
2022	5	2670	7004998	FY23 - PF Improvements - Leverne Payne - Interior Renovations	03E	LMA	\$7,080.00
2023	5	2638	6970958	FY24 - PF Improvements - Palmer Munroe Teen Center - Playground	03E	LMA	\$34,002.00
2023	5	2638	6994591	FY24 - PF Improvements - Palmer Munroe Teen Center - Playground	03E	LMA	\$320,918.43
2023	5	2640	6994591	FY24 - PF Improvements - John G. Riley House - Architect/Planning	03E	LMC	\$10,646.00
2023	5	2642	7042200	FY24 - PF Improvements - Walker-Ford - Restroom Engineering	03E	LMA	\$3,810.00
2023	5	2643	7042200	FY24 - PF Improvements - Walker-Ford - Solar Pavilion Engineering - CDBG-CV	03E	LMA	\$7,250.00
2023	5	2649	6970958	FY24 - PF Improvements - Senior Center Waterproofing	03E	LMA	\$9,600.00
2023	5	2649	7042200	FY24 - PF Improvements - Senior Center Waterproofing	03E	LMA	\$5,760.00
2023	5	2675	6970958	FY24 - PF Improvements - Lincoln Center - WaterLine Upgrades Plumbing	03E	LMA	\$10,875.00
2023	5	2675	7033517	FY24 - PF Improvements - Lincoln Center - WaterLine Upgrades Plumbing	03E	LMA	\$7.50
2023	5	2675	7042200	FY24 - PF Improvements - Lincoln Center - WaterLine Upgrades Plumbing	03E	LMA	\$1,000.00
2023	5	2676	7042200	FY24 - PF Improvements - Walker-Ford - Re-Roofing and Engineering	03E	LMA	\$128,151.00
2023	5	2676	7046037	FY24 - PF Improvements - Walker-Ford - Re-Roofing and Engineering	03E	LMA	\$313,650.00
2023	5	2677	6970958	FY24 - PF Improvements - Lincoln Center - Waterproofing Engineering	03E	LMA	\$6,256.00
2023	5	2677	7004998	FY24 - PF Improvements - Lincoln Center - Waterproofing Engineering	03E	LMA	\$3,753.00
2023	5	2678	6970958	FY24 - PF Improvements - Jake Gaither - Window and Door Replacement	03E	LMA	\$13,750.08
2023	5	2700	6994591	FY24 - PF Improvement - Senior Center - ADA Compliance Engineering	03E	LMA	\$17,606.40
2023	5	2752	7042200	FY24 - PF Improvements - Lincoln Center - Engineering BRIC Project	03E	LMA	\$17,500.00
					03E	Matrix Code	\$927,072.41
2023	5	2699	6994591	FY24 - Infrastructure Improvement - Sidewalk Engineering	03L	LMA	\$16,770.91
					03L	Matrix Code	\$16,770.91
2023	1	2696	6994591	FY22 - THA - Springfield Apartments Redevelopment - Demolition	04	LMH	\$175,000.00
					04	Matrix Code	\$175,000.00
2022	9	2583	6970958	FY23 - Senior Center - CHSP-CDBG (AP22)	05A	LMC	\$0.07
2023	9	2612	6994591	FY24 CDBG Public Services - Senior Center	05A	LMC	\$21,305.96
2023	9	2614	7004998	FY24 CDBG Public Services - Lincoln Center - Senior Services	05A	LMC	\$961.43
					05A	Matrix Code	\$22,267.46
2020	10	2511	6970958	FY21 Smith-Williams After-School (AP20)	05D	LMC	\$14,809.92
2022	9	2582	6970958	FY23 - Smith-Williams - CHSP-CDBG (AP22)	05D	LMC	\$191.87
2022	9	2584	6970958	FY23 - Lincoln Center - CHSP-CDBG - Youth Services (AP22)	05D	LMC	\$175.92
2023	9	2613	6994591	FY24 CDBG Public Services - Smith-Williams Center	05D	LMC	\$20,968.74
2023	9	2615	7004998	FY24 CDBG Public Services - Lincoln Center - Youth Services	05D	LMC	\$7,376.75
					05D	Matrix Code	\$43,523.20
2023	9	2618	7026336	FY24 CDBG TEMPO (NRSA)	05H	LMCSV	\$6,691.13
					05H	Matrix Code	\$6,691.13
2023	9	2616	7004998	FY24 CDBG Public Services - CHSP Kids Inc	05L	LMC	\$57,500.00
					05L	Matrix Code	\$57,500.00
2023	9	2617	7004998	FY24 CDBG Public Services - CHSP Big Bend Cares	05M	LMC	\$14,143.18
					05M	Matrix Code	\$14,143.18
2022	2	2581	6994591	FY23 - Permanent Relocation (AP22)	08	LMH	\$1,158.81
2023	2	2619	7004998	FY24 CDBG Permanent Relocation	08	LMH	\$31,596.69
					08	Matrix Code	\$32,755.50
2020	6	2569	6976790	FY21 - OOR - 514 Kissimmee Street - Barbara Allen NS10530	14A	LMH	\$100.00
2020	6	2589	6976790	FY21 - OOR - 718 Delaware Street - Tesheia Givens NS12934	14A	LMH	\$135.12
2020	6	2589	7004998	FY21 - OOR - 718 Delaware Street - Tesheia Givens NS12934	14A	LMH	\$375.00

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	6	2589	7042200	FY21 - OOR - 718 Delaware Street - Tesheia Givens NS12934	14A	LMH	\$112.60
2020	6	2594	6976790	FY21 - OOR - 301 Fairfield Avenue - Vernon Vagt NS 14329 - Recon	14A	LMH	\$125.00
2021	1	2646	6970958	FY21 - OOR - 832 Medical Commons Court - Gloria Neal NS13644	14A	LMH	\$12,017.20
2021	1	2651	6970958	FY22 - OOR 828 Medical Commons Court - Tammy Tucker NS13297	14A	LMH	\$17,502.80
2022	1	2605	6976790	FY22 - OOR - 2136 Wahnish Way - Michael Bell NS13046	14A	LMH	\$1,727.30
2022	1	2635	6970958	FY23 - OOR - 1030 Harlem Street - Lachanthia Hall NS14069	14A	LMH	\$1,150.00
2022	1	2635	6976790	FY23 - OOR - 1030 Harlem Street - Lachanthia Hall NS14069	14A	LMH	\$3,450.00
2023	1	2650	6994591	FY24 - OOR 815 Goodbread Lane - Delta Johnson NS14221	14A	LMH	\$32,534.34
2023	1	2671	6994591	FY24 - OORRehab - 1810 Hartsfield Road - Joseph Allen NS14350	14A	LMH	\$609.75
2023	1	2673	6976790	FY23 - OOR - 504 Norma Street - Lexie Bethea NS14984	14A	LMH	\$200.00
2023	1	2673	6994591	FY23 - OOR - 504 Norma Street - Lexie Bethea NS14984	14A	LMH	\$100.00
2023	1	2698	6994591	FY24 - OORRehab - 823 Dent Street - Lucious Givens - NS14200	14A	LMH	\$3,600.00
2023	1	2698	7004998	FY24 - OORRehab - 823 Dent Street - Lucious Givens - NS14200	14A	LMH	\$1,200.00
2023	1	2705	6976790	FY24 - OORRehab - 325 Perkins Street - Lauri Hunter - NS16645	14A	LMH	\$400.00
2023	1	2728	6994591	FY24 - OORRehab - Annie Browning - 1424 Calloway Street - NS16794	14A	LMH	\$400.00
					14A	Matrix Code	\$75,739.11
2019	4	2751	6976790	FY20 - OOR - 2335 Saxon Street - Patricia Clayton - NS10757	14I	LMH	\$575.00
2021	1	2750	6976790	FY22 - OOR - 1316 Hernando Drive - Bessie Evans - NS12990	14I	LMH	\$575.00
2022	1	2749	6976790	FY23 - OOR - 1416 Hernando Drive - Gwendolyn Kelly - NS15011	14I	LMH	\$300.00
2023	1	2738	6994591	FY24 - OORRepair - 1105 Arkansas Street - LillieMae Dixon NS13670 LBP	14I	LMH	\$400.00
					14I	Matrix Code	\$1,850.00
Total							\$1,373,312.90

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Coronavirus	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2022	9	2583	6970958	No	FY23 - Senior Center - CHSP-CDBG (AP22)	B22MC120019	EN	05A	LMC	\$0.07
2023	9	2612	6994591	No	FY24 CDBG Public Services - Senior Center	B22MC120019	EN	05A	LMC	\$21,305.96
2023	9	2614	7004998	No	FY24 CDBG Public Services - Lincoln Center - Senior Services	B23MC120019	EN	05A	LMC	\$961.43
								05A	Matrix Code	\$22,267.46
2020	10	2511	6970958	No	FY21 Smith-Williams After School (AP20)	B22MC120019	EN	05D	LMC	\$14,809.92
2022	9	2582	6970958	No	FY23 - Smith-Williams - CHSP-CDBG (AP22)	B22MC120019	EN	05D	LMC	\$191.87
2022	9	2584	6970958	No	FY23 - Lincoln Center - CHSP-CDBG - Youth Services (AP22)	B22MC120019	EN	05D	LMC	\$175.92
2023	9	2613	6994591	No	FY24 CDBG Public Services - Smith-Williams Center	B22MC120019	EN	05D	LMC	\$10,295.33
2023	9	2613	6994591	No	FY24 CDBG Public Services - Smith-Williams Center	B23MC120019	EN	05D	LMC	\$10,673.41
2023	9	2615	7004998	No	FY24 CDBG Public Services - Lincoln Center - Youth Services	B23MC120019	EN	05D	LMC	\$7,376.75
								05D	Matrix Code	\$43,523.20
2023	9	2618	7026336	No	FY24 CDBG TEMPO (NRSA)	B23MC120019	EN	05H	LMCSV	\$6,691.13
								05H	Matrix Code	\$6,691.13
2023	9	2616	7004998	No	FY24 CDBG Public Services - CHSP Kids Inc	B23MC120019	EN	05L	LMC	\$57,500.00
								05L	Matrix Code	\$57,500.00
2023	9	2617	7004998	No	FY24 CDBG Public Services - CHSP Big Bend Cares	B23MC120019	EN	05M	LMC	\$14,143.18
								05M	Matrix Code	\$14,143.18
					No	Activity to prevent, prepare for, and respond to Coronavirus				\$144,124.97
Total										\$144,124.97

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2023	7	2661	7004998	FY24 CDBG Admin - Capacity Building TLC	20		\$17,623.64
					20	Matrix Code	\$17,623.64
2022	7	2579	6970958	FY23 - CDBG Program Administration (AP22)	21A		\$505.81
2023	7	2609	7004998	FY24 CDBG Admin	21A		\$178,249.16
					21A	Matrix Code	\$178,754.97
2023	7	2610	7004998	FY24 CDBG Admin - Fair Housing	21D		\$8,187.16
					21D	Matrix Code	\$8,187.16
Total							\$204,565.77



CITY OF
TALLAHASSEE

ATTACHMENT 3
PUBLIC NOTICE
and
COMMENTS

DRAFT

City of Tallahassee
Public Notice
Public Comment Period and Public Hearing
FY 2024-2025 HUD Consolidated Annual Performance and Evaluation Report (CAPER)

Notice is hereby provided that the City of Tallahassee's draft Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG), HOME Investments Partnership Program (HOME), and Emergency Solutions Grant (ESG) Program is available for public review and comment. The annual report reflects the accomplishments achieved with federal, state, and local funding used to support affordable housing, homelessness, and community development projects.

Prior to submission to HUD, the draft CAPER will be made available for a fifteen (15) day comment period for citizens from Friday November 21, 2025, through Wednesday, December 10, 2025. A public hearing will be held on December 10, 2025, during the City Commission meeting. The draft CAPER is available for review [online](#) and in person at the Housing Division office at the Renaissance Center on 435 N. Macomb Street, 3rd Floor.

Public Hearing

Date/Time	Place
Wednesday, December 10, 2025 6:00 p.m.	Public Hearing City Hall/City Commission Chambers 300 S. Adams Street Tallahassee, FL 32301

Comments on the CAPER may be received from November 21, 2025, through December 10, 2025, and can be provided via email to housing@talgov.com, or by mail to: City of Tallahassee, Department of Housing and Community Resilience, 300 S. Adams Street, B-27, Tallahassee, FL 32301-1731, attention Ginger Williams, Special Projects Coordinator, or in person at the Housing Division office. In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, individuals needing a special accommodation to review this report should contact Ginger Williams by written request at least 48 hours prior to the comment deadline. (La información y los materiales del programa están disponibles en español a pedido.)

Subject: Hold the First and only Public Hearing on the HUD FY 2024-2025 Consolidated Annual Performance and Evaluation Report (CAPER) – Dr. Kimball Thomas, Director, Housing and Community Resilience

Meeting: December 10, 2025 – City Commission Meeting & Public Hearing

Category: Public Hearing

Access: Public

Type: Public Hearing

Fiscal Impact: No

Dollar Amount: \$0

Budgeted: NA

Budget Source: NA

Recommended Action: Option 1. Hold the first and only public hearing on the HUD FY 2024-2025 Consolidated Annual Performance and Evaluation Report (CAPER)

Public Content

For more information, please contact Dr. Kimball Thomas, 850-891-6566

Statement of Issue

This agenda item seeks public comment on the City's Consolidated Annual Performance and Evaluation Report (CAPER) as required by the U.S. Department of Housing and Urban Development (HUD). The CAPER tracks the City's progress in meeting the housing and community development goals outlined in its HUD Five-Year Consolidated Plan. It details how federal funds from HUD, such as the Community Development Block Grant (CDBG) and HOME Investment Partnership programs, were used to serve low-to-moderate-income individuals and communities during the program year.

Per 24 CFR Part 91.105(d), the City must hold a public hearing to provide citizens reasonable opportunity to comment on performance reports. After this public hearing, City staff will finalize the CAPER, including any public comments received, and submit the report to HUD by the required due date of December 29, 2025.

Recommended Action

Option 1. Hold the first and only public hearing on the HUD FY 2024-2025 Consolidated Annual Performance and Evaluation Report (CAPER).

Fiscal Impact

None.

Supplemental Material/Issue Analysis

History/Facts & Issues

The U.S. Department of Housing and Urban Development (HUD) provides grants to the City on a formula basis to assist in the creation of viable communities. Therefore, to maintain eligibility for these funds, the City must develop and submit the Consolidated Annual Performance and Evaluation Report (CAPER) annually within 90 days of the end of the program year (no later than December 29). The CAPER reports on the accomplishments over the past year in the City's efforts as outlined in the five-year HUD Consolidated Plan that acts as the strategic plan and establishes priorities for housing, human services, homelessness, and community and economic development. The major goals are to provide

decent housing, a suitable living environment, improve quality of life, address homelessness, and expand economic opportunities for low- and moderate-income persons.

Summary of Accomplishments for FY 2024-2025

During the FY 2024-2025 program year (ending September 30, 2025), the City was allocated a total of \$4.4M in federal and state funds; expended \$5.1M; and leveraged \$6.3M in local funds as match. These funds were expended for programs ranging from homeowner repair and rehabilitation, new construction of both single and multifamily affordable units, down payment assistance, neighborhood revitalization, public facilities improvements, and homeless supports. These programs assisted over 2,300 residents directly, all of whom are at or below 80% Area Median Income.

Local economic impacts include:

- 104 affordable units rehabilitated, preserving \$11.6M in housing stock
- 35 new homeowners assisted with the purchase of their first home, resulting in \$6.6M in housing sales
- 13 new single-family units constructed and sold to low-income buyers, resulting in \$2.9M in new housing stock

In other initiatives leveraged through the City's use of the federal dollars, the City has successfully partnered to facilitate 1,162 new multifamily units, leveraging the City's investment of \$9M with over \$116M in local, state, and federal funding (such as LIHTC, SAIL, NHTF, private equity, and multifamily bonds).

Department(s) Review

Strategic Innovation,

Options

1. Hold the first and only public hearing on the HUD FY 2024-2025 Consolidated Annual Performance and Evaluation Report (CAPER).
2. Commission direction

Attachments/References

Attachment 1 – CAPER Executive Summary