



U.S. Department of Housing and Urban Development  
Buffalo Office  
465 Main Street  
Buffalo, New York 14203-1780  
(716) 551-5755  
DEC 01 2015

Mr. Nels Bohn  
Director of Community Development  
City of Ithaca  
108 East Green Street  
Ithaca, New York 14850-5690

Dear Mr. Bohn:

SUBJECT: 2014 Annual Community Assessment; Community Development Block Grant (CDBG) Program and Home Investment Partnerships (HOME) Program

Enclosed please find HUD's Annual Community Assessment (ACA) for the City of Ithaca, New York. While continuing efforts are taken into consideration, this assessment was based primarily on the 2014 program year, which covered the period of August 1, 2014 to July 31, 2015.

We offer you the opportunity to respond within 30 days with any comments or updates. If no response is received, this report is final and will be considered the City's Program Year Review Letter as required by HUD regulation. Consistent with the Consolidated Plan regulations, the Program Year Review Letter should be made available to the public through your established citizen participation process. HUD will also make it available to citizens upon request.

If you have any questions about this matter, please contact Alex Vilardo, CPD Representative, at 716-551-5755, extension 5831.

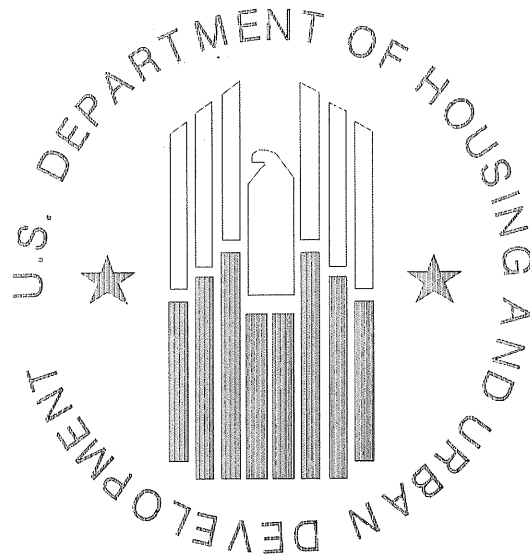
Sincerely,

A handwritten signature in black ink, appearing to read "W. T. O'Connell".

William T. O'Connell  
Director  
Community Planning and  
Development Division

Enclosure

**U.S Department of Housing & Urban Development  
Buffalo, New York Office**



**2014  
Annual Community Assessment Report**

For

City of Ithaca, New York

August 1, 2014 – July 31, 2015

## Introduction

As a recipient of grant funds provided by the Department of Housing and Urban Development, each jurisdiction that has an approved Consolidated Plan shall annually review and report to HUD on the progress it has made in carrying out its Consolidated Plan and Annual Action Plan. The performance report is submitted to HUD in the form of the Consolidated Annual Performance and Evaluation Report (CAPER).

HUD has the responsibility to review the CAPER report and the performance for each jurisdiction on an annual basis. In conducting performance reviews, HUD will primarily rely on information obtained from the recipient's performance reports, records, findings from monitoring reviews, grantee and subrecipient audits, audits and surveys conducted by the Inspector General, and financial data regarding the amount of funds remaining in the line of credit plus program income. HUD may also consider relevant information pertaining to a recipient's performance gained from other sources, including litigation, citizen comments, and other information provided by or concerning the recipient. A recipient's failure to maintain records in the prescribed manner may result in a finding that the recipient has failed to meet the applicable requirement to which the records pertains. Such information, along with grantee input, is considered in HUD's Annual Community Assessment in order to make a determination that a grantee has the continuing capacity to administer HUD programs.

In the assessment of your community's performance, this report is prepared to provide feedback on your community's performance in the delivery of HUD's Community Development Programs. This report is presented in three sections. Section I provides a general summary related to your planning and performance reporting, Section II provides general overview related to specific program progress and performance, and Section III provides recommendations and areas for improvement.

### Section I – Planning and Reporting

2014 Programs and Funding Amounts:	CDBG	\$675,538.00
	HOME	\$441,774.00

#### Compliance with Consolidated Plan and 2014 Annual Action Plan

It was determined that the City followed its HUD-approved Consolidated Plan and Annual Action Plan during the 2014 program year, consistent with the City's stated program goals and objectives. The activities designed, funded and completed during this reporting period principally benefited low-moderate income persons. More detailed information about accomplishment highlights can be found in Section II of this report.

#### Accuracy of Performance Reports

A Consolidated Annual Performance and Evaluation Report (CAPER) is due 90 days after the City completes their 2014 program year. The City's CAPER was received by the

HUD Buffalo Field Office on October 28, 2015. More detailed information about the City's performance and accomplishments during the program year can be found in Section II of this report.

## **Section II – Program Progress and Performance**

### **Community Development Block Grant (CDBG) Program**

#### **Summary of Performance Indicators and Accomplishments**

*Activities:* The following activities and accomplishments were completed during the program year:

**Economic Development:** The City spent \$50,000.00 and assisted one new business during the reporting period.

**Public Services:** During the reporting period, the City spent \$239,204.00 and assisted the 2-1-1 Call Center, Immigrant Services Program, Next Step Jobs Training Program, and the Work Preserve Job Training Program.

**Housing Repairs:** The City spent \$23,529.00 for small repairs and safety accessibility improvements for low-income persons.

*National Objective Compliance:* The CDBG program was designed to principally benefit low-moderate income persons. During the reporting period, it was determined that the City spent 99.98% of their funds on activities that principally benefitted low-moderate income persons.

*Planning and Administration:* The CDBG program rules allow the City to obligate up to 20% of their grant funds plus program income on eligible planning and administrative costs. According to the IDIS PR26 CDBG Financial Summary Report submitted with the CAPER, this amount was 10.86%.

*Public Service:* The CDBG program rules allow the City to obligate up to 15% of their grant funds plus program income on eligible public services related activities. According to the IDIS PR26 Financial Summary Report submitted with the CAPER, this amount was 11.17%.

*Program Progress and Timeliness:* The CDBG program requires that the City's unexpended CDBG funds be no more than 1.5 times their annual grant 60-days before the end of the program year. The City was in compliance with this test.

*IDIS Data:* The City is required to use the Integrated Disbursement and Information System (IDIS) to report on program activities and accomplishments. A review was made in order to determine the level of detail and accuracy of this data. Please see Section III for any recommendations and areas for improvement that were noted.

*Fair Housing and Equal Opportunity:* Our review did not reveal any significant issues related to compliance

*HUD Monitoring:* The Buffalo Field Office conducted an on-site monitoring review of the City's CDBG program during the 2014 program year. There were no findings as a result of this review. However, a separate monitoring by HUD's Regional Environmental Officer during the same program year resulted in four findings.

### Financial

The financial information provided by the City appears to be complete and accurate, and has sufficient level of detail to document the overall financial condition of the CDBG program. Please see Section III for recommendations and areas for improvement that were noted.

### Management

The City had experienced staff that was capable of administering and overseeing their CDBG program activities during the reporting period. The City reports that they regularly monitor and evaluate subrecipients administering activities with CDBG funds.

## **Home Investment Partnerships (HOME) Program**

### Summary of Performance Indicators and Accomplishments

*Activities:* The following activities and accomplishments were completed during the program year:

Housing Rehabilitation: The City spent \$118,738.00 during the reporting period and completed seven homeowner rehabilitation projects.

Rental Housing: The City spent \$367,000.00 during the reporting period and assisted the Stone Quarry Apartments project.

*Beneficiary Compliance:* The HOME program was designed to principally benefit low-moderate income persons. Program progress was determined to be satisfactory.

*Commitments/Reservations/Disbursements:* The HOME program requires that funds be committed or reserved to a CHDO within two years, and disbursed within five years. Program progress was determined to be satisfactory.

*Match:* The City's match requirement was 12.5% during the reporting period and was met based on information contained in the CAPER.

*IDIS Data:* The City is required to use the Integrated Disbursement and Information System (IDIS) to report on program activities and accomplishments. A review was made in order to

determine the level of detail and accuracy of this data. Please see Section III for any recommendations and areas for improvement that were noted.

*Fair Housing and Equal Opportunity:* Our review did not reveal any significant issues related to compliance

*HUD Monitoring:* The Buffalo Field Office did not conduct an on-site monitoring review of the City's HOME program during the 2014 program year. However, a separate monitoring by HUD's Regional Environmental Officer during the same program year resulted in four findings.

### Financial

The financial information provided by the City appears to be complete and accurate, and has sufficient level of detail to document the overall financial condition of the HOME program. Please see Section III for recommendations and areas for improvement that were noted.

### Management

The City had experienced staff that was capable of administering and overseeing their HOME program activities during the reporting period. The City reports that they regularly monitor and evaluate subrecipients administering activities with HOME funds.

## **Section III – Recommendations and Areas for Improvement**

There are no recommendations or areas for improvement noted at this time.

This report was prepared by: Alex J. Vilardo, CPD Representative  
716-551-5755 extension 5831  
[Alexander.J.Vilardo@hud.gov](mailto:Alexander.J.Vilardo@hud.gov)

HUD is providing you the opportunity to review this assessment and comment. Based on the information available at the time of this review, HUD has determined that the City of Ithaca has the continuing capacity to carry out the HUD programs identified in this report.

If you have any questions or would like to discuss the Assessment Report, please contact Alex Vilardo, Community Planning and Development (CPD) Representative at 716-551-5755 extension 5831. If you disagree with this assessment, please respond, in writing to William O'Connell, Director of Community Planning & Development – HUD, 465 Main Street, Buffalo, NY 14203. Your response should identify any areas of disagreement and corrections or any additional comments you would like HUD to consider.

If no response is received, this report is final and should be considered your community's Program Year Letter as required by HUD regulations. Consistent with the Consolidated Plan regulations, this assessment should be made available to the public. This can be accomplished by making it available through your established citizen participation process. HUD will also make it available to citizens upon request.