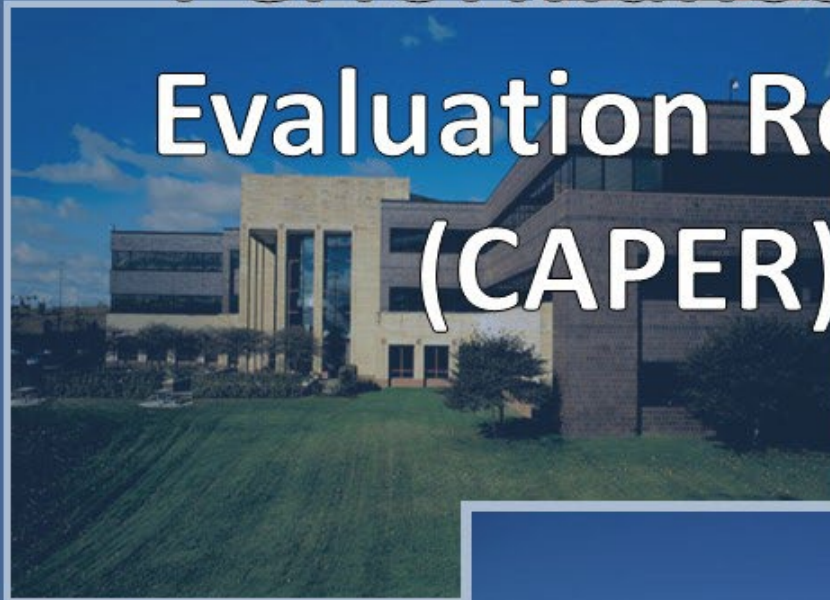


# Dakota County 2021 Consolidated Annual Performance and Evaluation Report (CAPER)



July 2021 to June 2022

To be submitted to HUD  
on September 28, 2022

Prepared by the Dakota  
County CDA



## **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.

Dakota County is a grantee designated to receive federal funding through the U.S. Department of Housing and Urban Development (HUD) for the following entitlement programs: Community Development Block Grant (CDBG); HOME Investment Partnerships (HOME); and Emergency Solutions Grant (ESG). Dakota County is designated as the lead agency for the Dakota County HOME Consortium, and assumes the role of monitoring and oversight of the HOME funds for the Consortium, which includes Anoka, Dakota, Ramsey, and Washington Counties and the city of Woodbury. As the grantee of CDBG funds, Dakota County directly works with the various municipalities (municipal subrecipients) within the County to provide access to this funding source.

The Dakota County Community Development Agency (CDA) has administered these federal funds on behalf of Dakota County since the County became an entitlement jurisdiction in 1984. Each of the three entitlement programs has eligible activities in which the funds can be utilized. The CDA directly partners with the municipalities, consortium members, and the social services division of the County to implement the programs. The CDA is charged with ensuring the requirements are met and will continue to provide the administrative guardianship of all three programs through its agreement with the County.

Each grantee must prepare a Consolidated Plan and subsequent Annual Action Plans to receive the federal funding that furthers affordable housing and community development activities. To evaluate progress, each grantee must also prepare a Consolidated Annual Performance and Evaluation Report (CAPER). This report details the advancement the grantee has made towards achieving the goals and meeting the objectives outlined in the Annual Action Plan. This CAPER covers the 2021 Action Plan, the second year of the approved 2020-2024 Consolidated Plan for Dakota County. The 2020-2024 Consolidated Plan covers Program Years 2020 (July 1, 2020-June 30, 2021) through Program Year 2024 (July 1, 2024-June 30, 2025).

The 2020-2024 Consolidated Plan and the 2021 Action Plan identified objectives, priorities, strategies, and outcomes to achieve the housing and community development needs of the residents of Dakota County. The following chart lists the priorities and strategies for Dakota County for the Five-Year Consolidated Plan.

**2020-2024 Consolidated Plan - Dakota County**

Objective		Priority	Strategy	Outcome			
6	Support planning efforts that address the housing, community and economic development needs of Dakota County and continue to foster partnerships with community stakeholders.	1	Increase the affordable housing choices for low-and moderate-income households.	Reduce Homelessness	a. Support the implementation and operation of coordinated access entry sites for families, youth and singles b. Support housing stabilization initiatives for homeless populations c. Support the operation of emergency shelter facilities	Planning and Administration a. Support all of the goals and strategies with planning and administration	• 200 Households received Rapid Rehousing Assistance • 100 Households provided Homeless Prevention funds
			Affordable Rental Housing	a. Assist households to secure housing through new construction b. Improve energy efficiency of rental units c. Rehabilitate and preserve affordability in multifamily units d. Support fair housing activities	• 360 Rental Units constructed • 20 Rental Units rehabilitated		
		2	Preserve and improve existing housing to maintain affordability.	Affordable Homeowner Housing	a. Assist households to become homeowners b. Increase supply of affordable homeowner housing c. Improve energy efficiency of owner-occupied housing units d. Rehabilitate and preserve affordability in single family units e. Support fair housing activities		• 300 Homeowner Units rehabilitated • 6 Homeowner Units (re)constructed
				Public Facilities	a. Assist in the development of centers and recreational parks for Low/Mod Areas b. Improve sidewalk accessibility and safety, in compliance with ADA c. Improve accessibility to Public Facilities, in compliance with ADA d. Assist LMI homeowners with street assessments		• 13,000 Persons benefited from public facility or infrastructure improvement
		3	Increase access and quality of living by providing public services and supporting public facilities.	Public Services	a. Support programs that fulfill basic needs (food and shelter) for people who are low-income, homeless and/or limited clientele b. Support programs for low- and mod-income youth c. Support programs for seniors d. Support transportation services		• 15,000 Persons benefited from public services
				Neighborhood Revitalization	a. Address vacant or substandard properties that may or may not be suitable for rehab b. Address water and sanitation hazards, such as sealing abandoned wells or replacing failing septic systems		• 150 Households assisted • 3 Buildings demolished
		4	Support community development that revitalizes neighborhoods and removes safety and blight hazards.	Economic Development	a. Support work initiatives that assist residents to access living wage jobs b. Support initiatives that help low-income people gain work skills, jobs and employment history c. Provide financial assistance to businesses to address building deficiencies (exterior façade improvements)		• 20 Workforce Trainees supported

## CDBG Program Highlights

### Homeowner Rehabilitation

The CDA's primary method of maintaining existing affordable housing is through Homeowner Rehabilitation. Low-and moderate-income homeowners work with CDA housing rehabilitation specialists to determine the scope of work to be done and this work is then paid for with a zero percent interest, deferred loan administered by the CDA. Loans range from a minimum of \$15,000 to a maximum of \$35,000. In Program Year (PY) 2021, the CDA completed 52 homeowner rehabilitation projects. The City of Northfield completed five homeowner rehabilitation projects using CDBG funds. Fifty-seven of these projects were funded with CDBG and nine were partially funded with local funds.



Home before using Homeowner Rehabilitation Program



Home after using Homeowner Rehabilitation Program

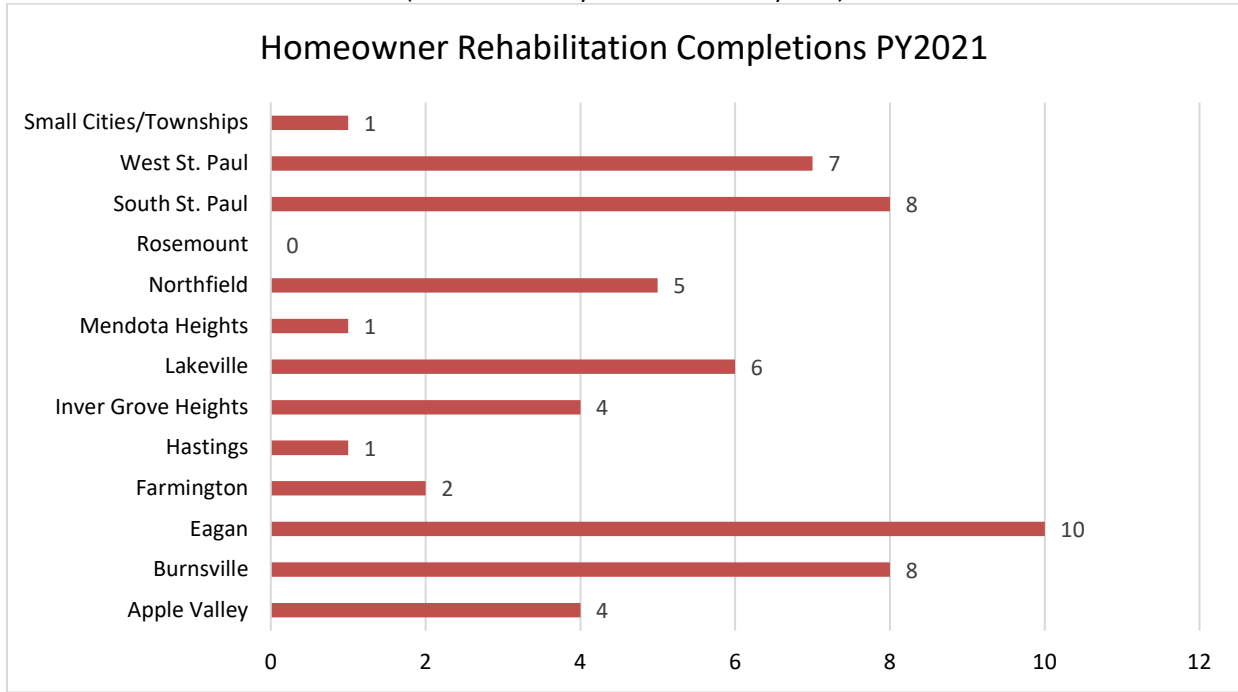


Before



After

(Photos Courtesy of Dakota County CDA)



### **Public Services**

The cities of Apple Valley, Burnsville, Eagan, Farmington, and Lakeville allocate a portion of their CDBG funds to Public Services. The services primarily include programming for Youth and Seniors. The City of Burnsville has also allocated funding to an Emergency Medical Service Grant (EMS) program that assists income-eligible households in paying for emergency services costs and a community support worker to assist income-eligible households with referrals to services throughout Burnsville. The City of Burnsville no longer supports these programs with CDBG funds, but the activities supported previous years' funding are included in PY 2021 reporting. In PY 2021, these five cities and Dakota County combined to serve a total of 3,393 persons of which 87.8 percent were low- or moderate-income.



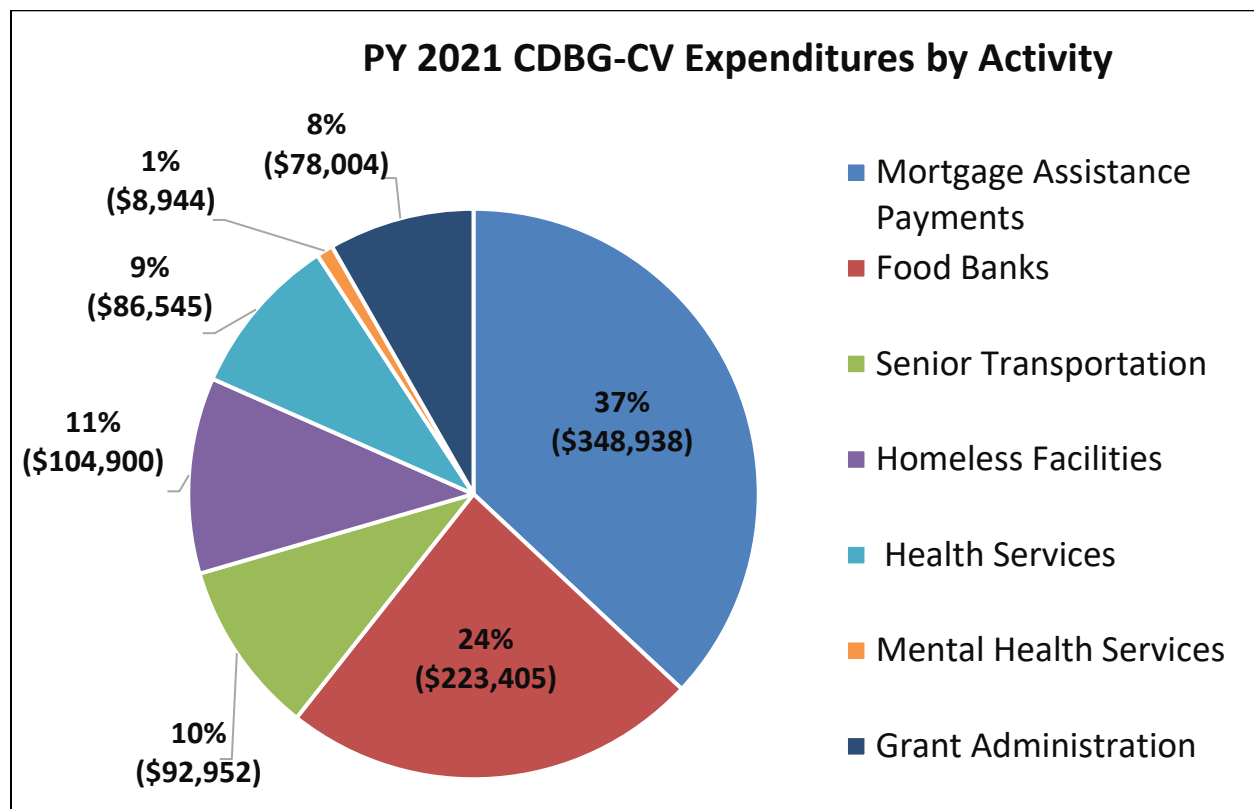
Seniors using CDBG-funded public service programs  
(Photo Courtesy of City of Lakeville)

**CDBG-CV Program**

In 2020, Dakota County received an allocation of Community Development Block Grant Coronavirus (CDBG-CV) funds totaling \$2,913,485 to assist the County in responding to Covid-19. The County Board approved the use of the one-time CDBG-CV funds on the following activities:

<b>CDBG-CV Activity</b>	<b>Activity Budget</b>
Mortgage Assistance Payments	\$ 1,185,266
Food Banks	\$ 603,301
Senior Transportation	\$ 233,800
Homeless Facilities	\$ 378,000
Health Services	\$ 164,645
Mental Health Services	\$ 66,473
Grant Administration	\$ 282,000
<b>TOTAL</b>	<b>\$ 2,913,485</b>

In PY 2021, \$943,688 of CDBG-CV funds were expended on the approved activities. The chart below details the expenditures.



## **HOME Program Highlights**

Twin Cities Habitat for Humanity built one new construction single-family home on a vacant NSP lot in PY 2021. HOME funds were used to cover the gap financing for a low- or moderate-income homebuyer. This was a four-bedroom, two-bathroom home in the city of Farmington. Another project that began in PY 2021 was the preservation of an 8-unit apartment building for very low-income renters in the city of South St. Paul. This substantial rehabilitation should complete in early Fall 2022.

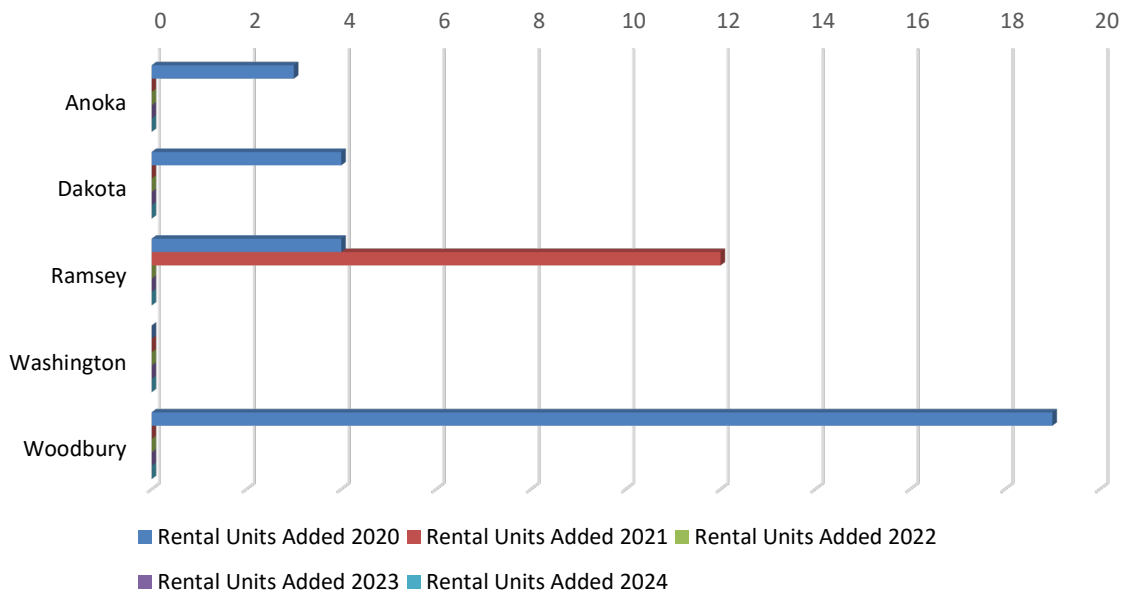


(Photo Courtesy of Scott Carver Dakota CAP Agency)

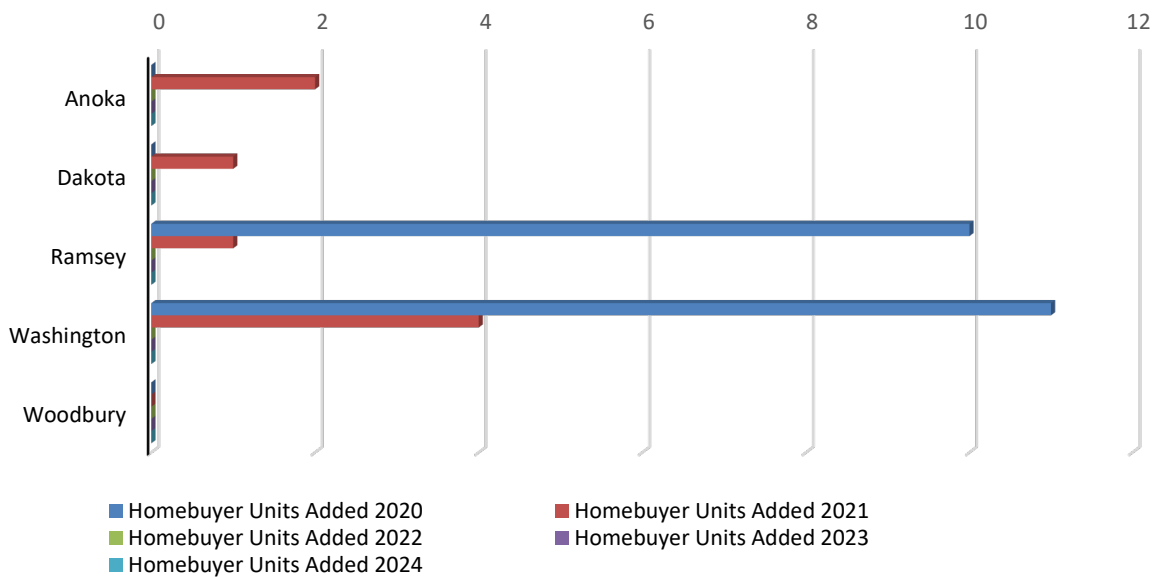
## **HOME Consortium**

The Dakota County HOME Consortium consists of the counties of Anoka, Dakota, Washington, and suburban Ramsey as well as the city of Woodbury. In PY 2021, the HOME Consortium added eight HOME units of homeowner housing and 12 HOME units of rental housing. This was done primarily through down payment assistance, new construction, and rehabilitation. On the following page is the breakdown of HOME Consortium members' completions for Program Years 2020 through 2024.

### HOME Rental Units Added by Year



### HOME Homebuyer Units Added by Year





## **ESG Program Highlights**

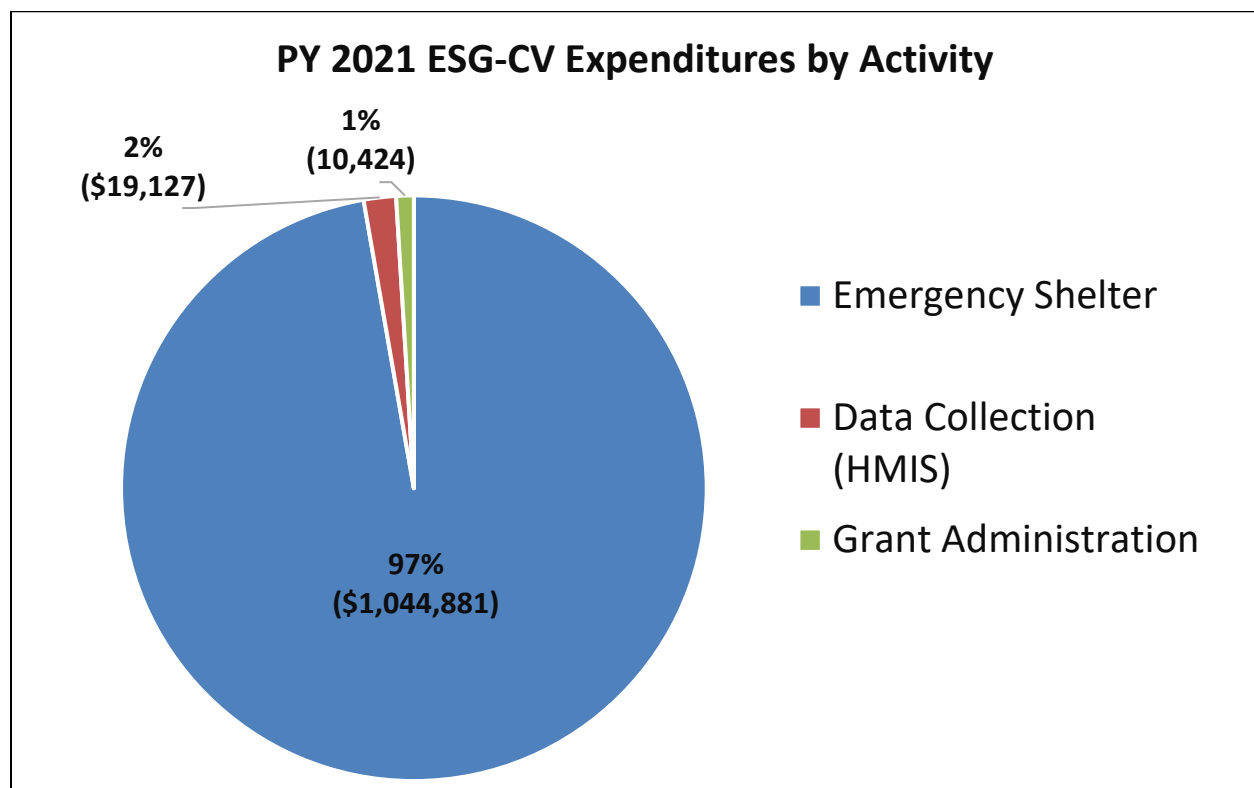
Funds expended in PY 2021 for the ESG program were dedicated to rapid rehousing, data collection (Homeless Management Information System or HMIS), emergency shelter and grant administration costs. A total of \$143,582.70 was expended on eligible ESG activities with \$123,995 expended on rapid rehousing, which includes on-going rental assistance payments as well as one-time payments for security deposits and first month's rent.

## **ESG-CV Program**

In 2020, Dakota County received an allocation of Emergency Solutions Grant Coronavirus (ESG-CV) funds totaling \$2,109,564 to help address the needs of individuals or families who are homeless or are at risk of homelessness because of the coronavirus; and to support those eligible activities that mitigate the impacts of Covid-19. The County Board approved the use of the one-time activities on the following activities:

<b>ESG-CV Activity</b>	<b>Activity Budget</b>
Emergency Shelter Operations	\$ 1,879,481
Homeless Management Information System	\$ 19,127
Grant Administration	\$ 210,956
<b>TOTAL</b>	<b>\$ 2,109,564</b>

\$1,074,431.43 was spent in PY2021.



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

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

Goal	Category	Source/ Amount	Indicator	Unit of Measure	Expected - Strategic Plan	Actual - Strategic Plan	Percent Complete	Expected - Program Year	Actual Program Year	Percent Complete
Affordable Housing	Affordable Homeowner Housing	CDBG/HOME /HOPE	Homeowner Housing Rehabilitated	Household Housing Unit	300	118	39%	60	59	98%
			Homeowner Units Constructed	Household Housing Unit	6	9	150%	3	5	167%
			Direct Financial Assistance to Homebuyers	Households Assisted	1	12	1200%	1	2	200%
	Affordable Rental Housing	CDBG/HOME /HOPE/LIHTC	Rental Units Constructed	Household Housing Unit	360	44	12%	20	4	20%
			Rental Units Rehabilitated	Household Housing Unit	20	262	1310%	0	8	800%
	Homelessness	ESG/CoC/FH PAP	Tenant-Based Rental Assistance/Rapid Rehousing	Households Assisted	200	49	24%	40	16	40%
			Homeless Prevention	Person Assisted	100	0	0%	20	0	0%
Public Facilities	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit Homelessness Prevention	Persons Assisted	13,000	208	1%	6,000	0	0%
Economic Development	Non-Housing Community Development	CDBG	Workforce Trainee	Workforce Trainee	20	0	0%	0	0	0%
Neighborhood Revitalization	Non-Housing Community Development	CDBG	Homeowner Housing Rehabilitated	Household Housing Unit	150	75	50%	69	50	72%

	Non-Housing Community Development		Buildings Demolished	Buildings	3	0	0.00%	0	0	0.00%
Planning and Administration	Affordable Housing, Public Housing, Homeless Non-Homeless Special Needs, Non-Housing Community Development	CDBG/HOME /ESG	Other	Other	10	5	50%	3	2	67%
Public Service	Non-Housing Community Development	CDBG	Public Service Activities Other than Low/Moderate Income Housing Benefit	Persons Assisted	15,000	7,397	49.3%	3,500	3,393	97%

**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.** In PY 2021, Dakota County expended \$2,565,872.16 of CDBG funds. The funds were primarily spent on the Homeowner Rehab program, which provides zero percent, deferred loans between \$15,000 and \$35,000 to homeowners in the low- to moderate-income categories. In 2021, 57 homeowner rehab projects were completed. The Homeowner Rehab program used \$1,532,761.03 of CDBG funds for eligible activities.

Various cities throughout Dakota County provide services to their residents. In PY 2021 a total of \$156,038.85 was expended under Public Services to assist 3,393 persons, of which 87.8% percent were low-and moderate-income.

In addition to CDBG-EN funds, Dakota County received \$2,913,485 in CDBG-CV funds. In PY 2021, \$1,018,637.97 of CDBG-CV funds were expended to prevent, prepare for, and respond to coronavirus. These activities included community food shelves, emergency subsistence payments for homeowners, COVID-related health services, an updated HVAC system in a local homeless shelter, and individual senior transportation. CDBG-CV spending will continue in PY 2022.

**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	ESG	CDBG-CV	ESG-CV
White	2,421	7	54	773	111
Black or African American	423	9	31	135	163
Asian	91	2	3	128	1
American Indian or Alaskan Native	18	3	1	9	11
Native Hawaiian or Other Pacific Islander	7	0	0	0	7

American Indian or Alaskan Native & White	9	0	0	0	0
Asian & White	31	0	0	0	0
Black or African American & White	30	0	0	0	0
Amer. Indian or Alaskan Native & Black or African Amer.	2	0	0	0	0
Other or Multi-Racial	302	0	10	57	97
Refused Identifying Information	111	0	3	13	14
<b>Total</b>	<b>3,445</b>	<b>21</b>	<b>102</b>	<b>1,116</b>	<b>404</b>
Hispanic	393	0	6	200	43
Non-Hispanic	3,052	21	96	916	361

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

**Narrative**

The table above lists the numbers of beneficiaries by race and ethnicity assisted with HUD-funded programs in 2021. The numbers above show households and individuals served through Housing and Non-Housing activities. CDBG includes Public Services, Public Facilities Improvements, Acquisition and Housing. HOME includes New Construction of Rental/Homebuyer Units, Acquisition/Rehabilitation, and Down-Payment Assistance. ESG includes Rapid Rehousing and Emergency Shelter.

**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	CDBG	\$2,538,727	\$2,565,872.16
HOME	HOME	\$3,260,024	\$1,937,781.65
ESG	ESG	\$164,454	\$143,582.70
HOPWA	HOPWA	0	0
LIHTC	LIHTC	\$1,071,077	\$960,959
CoC	CoC	\$1,012,674	\$565,000
Public Housing Capital Fund	Public Housing Capital Fund	\$904,999	\$573,380.26
Section 8	Section 8	\$23,032,615	\$24,105,937
Tax Increment Financing	Tax Increment Financing	0	\$441,171
Other	Other	\$4,480,000	\$827,074.50

**Table 3 - Resources Made Available**

**Narrative**

The table summarizes PY 2021 resources that were available to Dakota County and the actual amount including program income from CDBG and HOME activities. Program income received from CDBG is mostly from the Homeowner Rehab program in the form of loan payoffs. In PY 2021, the Dakota County CDA received \$1,022,214.75 in program income for the CDBG program and \$548,671.37 for the HOME Consortium. Of the \$548,671.37, only \$63,775.01 was program income strictly for Dakota County. Program Income was included in the 2022 Action Plan as required by HUD.

The Other category includes the CDA’s local levy-supported funding from the HOPE program, which accounted for \$827,074.50. This funding source was used to supplement the CDA’s Homeowner Rehabilitation program.

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

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
N/A	N/A	N/A	N/A

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

Dakota County and its participating municipal subrecipients do not target the use of the federal funds to any one specific area within the County. Generally, funds are used to support programs that provide a benefit to all eligible residents throughout the County rather than to areas of concentration. The municipal subrecipients may further refine the area to within city-limit boundaries for projects utilizing CDBG funding awards.

Dakota County’s status as an “Urban County” is supported by the municipalities of the County, particularly those communities that could qualify as entitlement jurisdictions individually. By remaining a collective whole, the County is able to receive more funding, reduce the administrative burden, and allow for program efficiencies. As a result, the municipalities are partners in implementing the CDBG program directly within their communities and 75 percent of the funds are set aside for the municipalities.

For HOME funding, each member of the Consortium is awarded a percentage of the overall allocation based upon the share percentage determination HUD provides. Dakota County has not chosen to disperse HOME funding to specific geographies; rather it will wait to identify a HOME eligible project. The location of the project will be considered but other factors such as site control, project financing and feasibility, and project readiness will heavily dictate where the funds are utilized.

ESG funds used for tenant based rapid rehousing assistance allow each client to determine in which community they prefer to live. ESG is not directed to any one community, but it must be used within Dakota County.

**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.

**CDBG**

For CDBG, the Homeowner Rehab program leverages state funding to provide additional loan resources to eligible homeowners to complete rehab projects, primarily mobile homes. The Homeowner Rehab program also uses local CDA levy funds to

support the program. The Countywide well-sealing activity requires homeowners to provide at least 50 percent of the cost of the well sealing.

**ESG**

The ESG program requires a 1:1 dollar match. The ESG program utilizes CoC funds to meet the match requirement.

**Local Funds**

Private investment and equity are the major funding sources when LIHTC are used to construct new rental housing. For match funds, the HOPE Program requires a 2:1 match of funds committed to a project.

**HOME**

HOME Program’s 25 percent match on funds drawn is met by the various funding streams that may be combined in a rental development project or by donated time and money when working with Habitat for Humanity. Using the Neighborhood Stabilization Program (NSP) funds, Dakota County CDA acquired several foreclosed properties during the previous economic downturn. The existing homes were in unfavorable conditions and were demolished to remove the safety and blight hazards posed. A handful of these land bank lots were sold to Community Housing Development Organizations (CHDO) and non-CHDO organizations to develop affordable housing options for homeowners. It is likely this type of partnership will continue with some of the remaining lots.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	\$ 74,138,900.34
2. Match contributed during current Federal fiscal year	\$855,074.16
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$ 74,993,974.50
4. Match liability for current Federal fiscal year	\$ 0.00
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$74,993,974.50

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

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/ Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Dakota (2977) 617 3 <sup>rd</sup> St Farmington	09/20/2021	\$35,000	\$0.00	\$0.00	\$0.00	\$13,848.45	\$0.00	\$48,848.45
Dakota (2976) 415 5 <sup>th</sup> St W Hastings	05/02/2022	\$40,000	\$110,000	\$0.00	\$0.00	\$63,412	\$0.00	\$213,412
Ramsey (3050) 1667 Snelling Ave N, Falcon Heights, MN 55108	07/06/2021	\$200,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200,000
Washington (3049) 14829 56 <sup>th</sup> St N Oak Park Heights	05/06/2022	\$73,829.20	\$22,314.20	\$0.00	\$0.00	\$0.00	\$0.00	\$96,143.40
Washington (3078) 6705 4 <sup>th</sup> St N Oakdale	02/08/2022	\$55,170.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55,170.31
Anoka (TBD) 937 38 <sup>th</sup> Ave, Anoka	10/11/2021	\$20,000	\$0.00	\$0.00	\$0.00	\$115,000	\$0.00	\$135,000
Anoka (3079) 933 104 <sup>th</sup> Ave NW, Coon Rapids	01/31/2022	\$0.00	\$0.00	\$0.00	\$0.00	\$53,250	\$0.00	\$53,250
Anoka (3080) 11415 North Heights Drive NW, Coon Rapids	01/31/2022	\$0.00	\$0.00	\$0.00	\$0.00	\$53,250	\$0.00	\$53,250
<b>Total</b>								<b>\$855,074.16</b>

Table 6 – Match Contribution for the Federal Fiscal Year



<b>Program Income</b> – Enter the program amounts for the reporting period				
<b>Balance on hand at beginning of reporting period</b> \$	<b>Amount received during reporting period</b> \$	<b>Total amount expended during reporting period</b> \$	<b>Amount expended for TBRA</b> \$	<b>Balance on hand at end of reporting period</b> \$
<b>\$1,197,550.81</b>	<b>\$447,511.13</b>	<b>\$423,218.75</b>	<b>\$0.00</b>	<b>1,369,166.94</b>

**Table 7 – Program Income**

<b>Minority Business Enterprises and Women Business Enterprises</b> – 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	
<b>Contracts</b>						
Number	1	1	0	0	0	0
Dollar Amount	\$41,025	\$41,025	0	0	0	0
<b>Sub-Contracts</b>						
Number	12	0	0	0	0	12
Dollar Amount	\$317,074.36	0	0	0	0	\$317,074.36
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Number	1	1	0			
Dollar Amount	\$41,025	\$41,025	0			
<b>Sub-Contracts</b>						
Number	12	2	10			
Dollar Amount	\$317,074.36	\$74,119	\$242,955.36			

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

<b>Minority Owners of Rental Property</b> – 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**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition		
	Number	Cost
Parcels Acquired	3	\$130,073.33
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.**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of Homeless households to be provided affordable housing units	20	16
Number of Non-Homeless households to be provided affordable housing units	108	121
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>128</b>	<b>137</b>

**Table 11 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through Rental Assistance	20	16
Number of households supported through The Production of New Units	32	9
Number of households supported through Rehab of Existing Units	76	112
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>128</b>	<b>137</b>

**Table 12 – Number of Households Supported**

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

The CDA's primary method for providing affordable housing to homeless families is through ESG Rapid Rehousing. Dakota County supported 16 households with the Rapid Rehousing program in 2021. There were 20 adults and 7 children in these 16 households.

Dakota County and the HOME Consortium greatly surpassed the anticipated rehabilitation goals, but were short the new construction goal in Program Year 2021. The County is still on track to meet the goals within the five-year Consolidated Plan. The five-year goals for direct financial assistance to homebuyers, homeowner units constructed, and rehabilitated rental units have already been exceeded. Finally, the homeowner rehab program has kept steady pace with two full time rehabilitation advisors and one part-time contracted rehabilitation advisor. The CDA has added another part-time contracted rehabilitation advisor in June 2022 to support even more homeowner rehabilitation projects. The program had 52 project completions for the year. The City of Northfield had 5 project completions.

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

Future annual action plans will continue to anticipate the number of households served and/or housing units added based on the capacity of funding available for the program year. It is expected that prior year funds are expended on the eligible activities that receive funding and those accomplishments will be reported when the activities are completed.

**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.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	12	7
Low-income	23	11
Moderate-income	22	3
<b>Total</b>	<b>57</b>	<b>21</b>

**Table 13 – Number of Households Served**

**Narrative Information**

Dakota County and the HOME Consortium supported households through Downpayment Assistance, Acquisition and Rehabilitation, New Construction of Rental Units, New Construction of Homebuyer Units, and Rehabilitation of Homeowner Units.

The Dakota County CDA rehabilitated 52 owner-occupied units and assisted with the construction of one homeowner unit in partnership with Twin Cities Habitat for Humanity. The City of Northfield rehabilitated 5 owner-occupied units. The remainder of affordable housing was created by Anoka County, Ramsey County and the Washington County CDA through the HOME program and municipal subrecipients through the CDBG program.

**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**

Dakota County reaches out to homeless persons, including those who are unsheltered, through a variety of outreach programs and partnerships with service organizations. Ally Supportive Services provides street outreach, drop-in hours, housing stabilization services, hotel sheltering, and case management for persons experiencing homelessness. The Link provides homeless outreach, case management, and hotel sheltering for youth ages 18-24. Both Ally Supportive Services and The Link conduct housing assessments on eligible individuals to determine housing needs and connect them with the Coordinated Entry System and housing programs.

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

Dakota County addresses these needs primarily with CoC and ESG funding. The main use of ESG is Rapid Rehousing which can include first month's rent, damage deposits and ongoing rental subsidies. Dakota County's ESG program supported 16 households that included 20 adults and seven children through these activities in PY 2021.

Dakota County provides emergency shelter and support services through partnerships with non-profit shelters and service providers. The emergency shelter providers include Dakota Woodlands (families and single women), Ally Supportive Services (single adults), The Link (youth ages 18-24), and 360 Communities (domestic violence shelter).

Dakota County utilizes a variety of funding sources for emergency shelters including state and federal grants, county funding, emergency assistance, and Housing Support. County staff work with shelter providers to meet the needs of shelter guests with referrals, case management, and housing search services.

**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**

Dakota County partners with systems of care and the Suburban Metro Continuum of Care (SMAC) to prevent immediate homelessness. These partnerships specifically focus on the coordination planning and development of resources and systems that target the discharge of persons from publicly funded institutions and other systems of care into homelessness.

**Health Care:** Discharge of medically fragile persons into safe housing is a goal of Dakota County, however it is not always possible due to limited resources and the

housing shortage. Emergency shelter may be needed while seeking housing. Hospital social workers make referrals to Social Services, then individuals are offered adult services as appropriate. If eligible, clients are offered direct assistance in obtaining housing. If not eligible for Social Services or case coordination, they are referred to Economic Assistance to determine eligibility for financial aid.

**Foster Care:** Dakota County case managers ensure no youth are discharged from foster care without safe housing. Minnesota legislation directs counties to develop discharge plans with all foster care youth at age 16. All youth receive a notice regarding their rights. Foster care youth may stay in foster care until age 21 or choose to live independently and work with their case manager to identify and secure permanent housing. All youth transitioning from foster care develop a discharge plan with their county case manager; the plan includes needs, goals, resources and a support system.

**Mental Health:** Adult mental health has systems in place to mitigate the risk of individuals discharging from a mental health facility into homelessness or an unstable housing situation. Specifically, individuals who are civilly committed are assigned a targeted case manager through their county of financial responsibility (CFR). Discharge planning is a key aspect of the role of the case manager and assuring appropriate housing is a part of their treatment plan. Some examples of housing options in the community consist of—foster care, Intensive Residential Treatment Services (IRTS), Supportive Housing, GRH, and own home. There are three specific vouchers available to individuals existing in an institutional setting—Bridges RTC, Bridges, and Mainstream vouchers. These three vouchers specifically target individuals who have a Serious and Persistent Mental Illness (SPMI). Bridges RTC is explicitly for individuals who are discharging from Anoka or St. Peter and are or are at risk of homelessness. This voucher is available via waitlist and is managed through Guild Inc. The Bridges Voucher is available for anyone existing from an institutional setting—such as a community hospital, into homelessness. The process is managed by Dakota through a set aside procedure and is ranked by a committee. Both MHR and the CDA hold Bridges vouchers. Lastly, Mainstream vouchers are available for individuals with an SPMI or SMI and are homeless or at imminent risk of homelessness. All the above vouchers are to meet the gap of time between discharge and when they are eligible for a Housing Choice Voucher. All recipients must meet criteria for a Housing Choice Voucher (i.e. income, family size, criminal background).

**Corrections:** If an inmate is homeless upon entering, their correctional officer coordinates with county housing staff to plan housing search services while in the corrections system to prevent discharge into homelessness. County Housing staff work together with the corrections staff to complete housing assessments while inmates are in prison or jail and to determine eligibility for county services and income support. Dakota County also works with members of SMAC to develop tools to improve success of housing search and stability for ex-offenders, such as creating landlord risk pools, to reduce risk for landlords to accept persons with significant housing barriers.

**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**

Due to the global pandemic caused by the coronavirus, Dakota County is using ESG-CV funds to provide shelter to homeless individuals through a hotel shelter program. Dakota County Social Services has identified ESG funding as a vital revenue source for development and operation of emergency shelter. Ten adults came from emergency shelter or safe havens and nine adults came from places not meant for human habitation. On exit, 90 percent of persons served exited to positive housing destinations.

Other local and regional efforts to assist with the transition to permanent housing include:

- Housing Stabilization Services - a new statewide Medicaid funded service to assist with housing search and stability services.
- Dakota County Housing Leadership Workgroup – a group of local leaders and persons who have experienced homelessness examining service and resource gaps in the housing continuum from emergency shelter to affordable housing.
- Cahill Place – a new 40-unit permanent supportive housing building for families who have experienced homelessness or a high level of housing instability. This is a partnership between the CDA, Social Services and the state of Minnesota.
- Local rental assistance – 20 locally funded rental assistance vouchers to assist with the flow out of shelter for families. The CDA provides the vouchers and Social Services provides the services.



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

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

The Dakota County CDA operates 124 units of scattered site public housing in addition to 80 units at Colleen Loney Manor. The scattered site public housing is a combination of two, three, and four-bedroom units. Colleen Loney Manor primarily consists of one-bedroom units. Each fiscal year a minimum of 40 percent of the households served are at or below 30 percent of the Area Median Income.

The CDA's public housing program is maintained and operated through the Capital Fund Program. The needs of each property are assessed every five years and improvements and modernizations are made based on those needs.

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

The CDA, as well as Consortium members, have developed a Citizen Participation Plan that encourages the participation of residents of public/assisted housing in the development of plans and reports. This is encouraged through a public comment period and scheduled public hearings. Additionally, the CDA sends mailings to each public housing and Housing Choice Voucher participant to solicit comments during the development of the annual PHA Plan. Lastly, a public housing resident has been added to the CDA's Board of Commissioners.

In order to help residents obtain homeownership, the CDA offers the HomeStretch Homebuyer Education course and one-on-one homeownership counseling. The course focuses on a variety of topics relating to homeownership and includes presentations by realtors, mortgage specialists and housing inspectors. Individual counseling with CDA homeownership specialists allows participants to assess their individual situation and develop a plan to achieve homeownership.

**Actions taken to provide assistance to troubled PHAs**

Neither the Dakota County CDA nor any HOME Consortium members are designated as a troubled PHA.

**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)**

Dakota County does not establish countywide policies for land use and development. When the CDA has plans for a new development, CDA staff work with city staff to meet the zoning and land use requirements of that city. Nevertheless, Dakota County CDA maintains its relationship and works closely with all units of government throughout the county to support affordable housing. This includes support of new rental construction, tenant-based rent assistance, new homeowner construction, special needs housing, and housing rehabilitation. Housing advocacy groups and the CDA will continue to work together to further affordable housing opportunities within all communities.

The CDA works closely with private developers to address barriers posed by limited access to private financing. The CDA can assist by providing gap financing and working together with city staff and private developers to provide development support. In 2001, the CDA and Dakota County created the Housing Opportunities Enhancement (HOPE) Program. The HOPE program provides deferred loans of up to \$750,000 for gap financing for the new construction, substantial rehabilitation, and/or preservation of affordable housing in the County.

To help address concerns about affordable housing, the CDA educates concerned residents about its affordable housing program and works with housing advocacy groups to further affordable housing opportunities within all communities. When feasible, the CDA holds an open house event at CDA-developed properties for citizens to see what a CDA development looks like and how they are managed upon completion of a project. The CDA now uses videos posted on YouTube to showcase a few of the different CDA senior developments in the county. Every attempt is made to address concerns of residents.

In the current economic climate, addressing underserved housing needs has become increasingly more difficult. To make housing affordable to very low income households, deep subsidies are needed. Appropriations for housing programs have seen reductions and are not at levels to solely support affordability gaps. The CDA will continue to wisely invest its federal funds in viable projects and combine federal sources with other resources so that it can continue to provide Dakota County residents with affordable housing options.

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

The CDA partners with other organizations to address the needs of those most underserved, and is an active member of the Affordable Housing Coalition (AHC), which is an independent, public/private collaboration that facilitates Countywide planning of homeless services and resources. The creation of affordable rental housing has been the method used most by the CDA to provide options for seniors and working families. For homeowners, the CDA assists underserved households when looking to purchase a home by providing credit counseling and first-time homebuyer education. The

homeowner rehabilitation program assists households in maintenance and upkeep of their homes with an affordable deferred loan.

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

The CDA will continue to assess homes built prior to 1978 through the Home Improvement Loan program, aka the Homeowner Rehabilitation program, and address any hazards as part of the program if lead-based paint has been identified in connection to the work to be performed.

All residents of public housing properties managed by the CDA and Housing Choice Voucher clients are notified and provided with the pamphlet "How to protect yourself from Lead". Of the homeowner units rehabilitated by the CDA in PY 2021, 33 were tested for lead-based paint, four of those required interim controls and \$22,355 was expended by the CDA to complete the testing.

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

Dakota County Community Services division is the main provider of services that address the needs of those in poverty. In partnership with the County, the CDA refers all those needing additional services beyond the housing assistance and affordable housing opportunities the CDA is able to offer to help those in poverty.

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

Dakota County designated the administration of the CDBG and HOME programs to the CDA. The CDA maintains a strong relationship with County departments, cities and other agencies (private and non-profit) throughout the County.

The CDA was established in 1971 pursuant to special Minnesota legislation to serve the cities and residents of Dakota County. The CDA operates under a eight-member Board of Commissioners appointed by the Dakota County Board. The CDA is a separate local government unit from Dakota County, but coordinates with the County to effectively and efficiently deliver housing and community development programs and services for the residents of Dakota County.

As the administrator of the CDBG program for the County and the participating cities, the CDA meets individually with each CDBG municipal subrecipient to discuss the activities, timeliness requirements, and regulations. To help cities understand the CDBG program better, the CDA developed a CDBG manual that details program requirements and the process for allocating and awarding funds. CDA staff also offer an annual CDBG workshop to review the latest funding application, and concentrate on providing information on one or two HUD regulations (i.e. Davis Bacon, procurement, timeliness, environmental reviews, etc.). In addition to the relationships within the County, the CDA is the lead administrator for the Dakota County HOME Consortium and works with staff from Anoka, Ramsey and Washington counties and the city of Woodbury to implement the activities funded with HOME dollars. The Consortium has monthly conference calls and quarterly in person meetings to discuss any changes in program regulations, monitoring, and the activities being put into operation.

ESG is administered by the CDA but implemented by Dakota County Community Services division and Hearth Connection. The CDA regularly reviews ESG files for compliance and draws down all funds on a quarterly reimbursement basis.

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

Dakota County CDA staff regularly attend the monthly Affordable Housing Coalition meetings to coordinate funding decisions to specifically address homelessness among individuals, families and unaccompanied youth. Social service staff connected to the social needs of residents will continue to be partners in the supportive and rapid rehousing programs.

The written standards for ESG are replications of the Suburban Metro Area Continuum of Care (SMAC - includes Anoka, Carver, Dakota, Scott, and Washington counties) adopted standards to further align with the CoC and all the other resources being used to combat homelessness. These written standards are updated on an on-going basis to ensure continued high performance when serving the homeless population.

**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 Dakota County CDA (CDA) proactively complies with the Fair Housing Act and other civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 109 of the Housing and Community Development Act of 1974, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990 in order to ensure that all people have equal access to the housing of their choice. To support compliance with these fair housing related acts and laws the CDA participates in several Fair Housing activities.

The Fair Housing Implementation Council (FHIC) is a collaborative group representing the Twin Cities metropolitan area entitlement jurisdictions and other governmental agencies; Dakota County CDA represents Dakota County on the FHIC. The purpose of the FHIC is to facilitate and initiate implementation of activities having metro-wide significance identified in the regional Analyses of Impediments to Fair Housing Choice (AI).

In 2017, the FHIC completed an Addendum to the FHIC's 2014 Regional AI (AI Addendum). The AI Addendum specifically addresses housing discrimination, gentrification and displacement, barriers to housing choice, and the conditions of segregation and integration in the seven-county area that includes Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington counties in Minnesota.

In PY 2021, Dakota County continued to jointly fund and participate in the following fair housing activities to attempt to address the impediments to fair housing choice facing the region and in Dakota County. The activities include:

- For program year 2018 the FHIC awarded Equity In Place funds to perform work in the suburban jurisdictions to engage underrepresented racial, ethnic, and other

protected class communities around the following activities to incorporate and support the recommendations from the AI Addendum. The following work continued in PY 2021:

- Educate individuals on their fair housing rights;
  - Explain how government processes impact them and how to be a part of these decision-making processes to further fair housing;
  - Work with underrepresented protected classes to identify strategies to address the fair housing challenges they face;
  - Connect community members with decision-makers to further fair housing in the jurisdiction;
  - Work with fellow grantees around shared fair housing issues; and
  - Preferred: Meet with schools, education providers, education organizations, and families to identify the intersection of education and housing to identify practices to further fair housing.
- The CDA's Housing Assistance department:
    - Offered monthly workshops about the Housing Choice Voucher Program for rental property owners and landlords that provide tools, tips and information on requirements and policies. Fair housing information is also included.
    - Provided new HCV participants information on fair housing and how to file a discrimination complaint.
    - Involved with the Dakota County landlord recruitments/retention initiative.
    - Participated in an ongoing regional discussion regarding the mobility and policies of the HCV programs across the region.
    - Maintained the open HCV waiting list. An online pre-application allows for applicants to apply with ease.

Please Note: In-person meetings have been canceled due to the COVID-19 pandemic. When it is safe to resume these activities, the CDA will continue to offer its landlord training and workshops. In the meantime, CDA staff are available to answer landlord inquiries and resources can be found at [www.dakotacda.org](http://www.dakotacda.org)

- Through the CDA homebuyer and homeownership resource connection, homeownership counselors assisted potential homebuyers to help prepare them for long-term homeownership success. Homebuyer Education and Counseling services at the CDA continue are promoted at Dakota County community events and fairs, city offices, churches, and social service agencies. The CDA also advertises these services on its website.
- The CDA made available information pertaining to the fair housing complaint process to homebuyers during homebuyer counseling.
- Foreclosure literature was mailed to recipients of Pre-Foreclosure Notices and Notices of Pendency educating them about the foreclosure process and the services offered by the CDA. Dakota County continues to promote the loan scam

alert campaign *Look Before You Leap* on the CDA website. Furthermore, CDA staff discuss mortgage scams with foreclosure prevention clients by asking the following questions and recording the responses:

- Did anyone offer to help modify your mortgage, either directly, through advertising, or by any other means such as a flyer?
  - Were you guaranteed a loan modification or asked to do any of the following: pay a fee, sign a contract, redirect mortgage payments, sign over the title to your property, or stop making loan payments?
- The CDA Community and Economic Development Department staff holds bi-monthly meetings with the city community development directors. This group has discussed the creation and implementation of local Fair Housing Policies in individual cities.
  - The CDA Housing Finance Policy includes the requirement for projects financed with private activity bonds, 501(c)(3) bonds, refunding bonds, Low Income Housing Tax Credits, Tax Increment Financing and HOPE funds (a local gap financing source) to participate in the Section 8 Program (aka HCV). The developer will be required to sign an agreement that while the bonds/loan/agreement are outstanding, they will not exclude from consideration qualified families receiving assistance for the Section 8 program.
  - Annually, the CDA contributes a portion of its special benefit levy to the HOPE Program Fund, subject to approval by the CDA and Dakota County Boards of Commissioners. The CDA's HOPE Program is designed to provide resources to create and preserve affordable housing throughout Dakota County for low- to moderate-income households. The HOPE Program provides gap financing to leverage public and private sector funds for the expansion and preservation of affordable housing units in Dakota County. The HOPE Program is used to assist in the following activities:
    - New Construction/Land Acquisition
    - Homeownership Opportunities—indirect or direct assistance
    - Housing Rehabilitation/Acquisition/Preservation
  - CDA and County staff regularly attend the Dakota Affordable Housing Coalition (AHC) monthly meetings. The AHC is a public/private collaboration that facilitates Countywide planning of homeless services and resources. Regular participants include:
    - 360 Communities
    - Twin Cities Habitat for Humanity
    - Guild Incorporated
    - Hearth Connections
    - People, Inc.
    - The Link (homeless youth program)
    - Dakota-Carver-Scott CAP Agency

- Neighbors, Inc. (a non-profit, social-service agency providing emergency assistance and supportive assistance programs to low-income community members in the northern Dakota County communities)
  - MICAH (a coalition of religious groups working to end homelessness and expand affordable housing in the Twin Cities region)
  - MESH (Metro-Wide Engagement on Shelter and Housing)
  - SMRLS (Southern Minnesota Regional Legal Services)
- Dakota County Social Services staff provides (and has distributed) tenant and landlord marketing materials that provide a clear message about available assistance to resolve housing crises and prevent homelessness. The goal is to have this information provided at lease signing or other interactions between landlords and tenants to encourage them to refer tenants to resources instead of resorting to eviction. The tenant information is in English, Spanish and Somali.
  - Information about the Fair Housing Act is on the CDA website and it provides users with information on how to file a fair housing complaint.
  - Fair Housing Ads were published in the local newspapers during the month of April as part of Fair Housing Month.
  - Multi-language Fair Housing posters are prominently displayed in the front lobby of the CDA office as well as smaller posters in staff cubicles where staff and program participants meet. The CDA continues to supply additional posters to the other service organizations at the Affordable Housing Coalition meetings. The Fair Housing symbol is displayed on all CDA brochures as well as on the CDA website.

**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 Dakota County CDA conducts on-going desk monitoring of the Consortium and the municipal subrecipient activities. This monitoring includes review of reimbursement requests and quarterly reports. The CDA also conducts a risk assessment each year to determine which municipal subrecipients to select for onsite monitoring. The risk assessment uses criteria similar to HUD risk assessment criteria.

The CDA provides each of the municipal subrecipient quarterly reports which detail CDBG funding remaining for the designated activities as well as addresses the individual 1.5 timeliness ratio the CDA requests each subrecipient to achieve. The CDA continues to perform desk-monitoring of the municipal recipients through the reimbursement requests and quarterly reports. The results of the monitoring show all cities comply with program requirements.

HOME monitoring was contracted out to Jankens Housing Solutions. They request reports from the owners/managers of the HOME units in each of the members' jurisdictions. They also do on-site monitoring of selected project files and complete the inspection of units required in each year.

**Citizen Participation Plan 91.105(d); 91.115(d)**

Please see "Citizen Participation Plan" on the Dakota County CDA website:

[www.dakotacda.org](http://www.dakotacda.org)

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The CAPER must be available for citizens to comment on before its submission to HUD. The draft CAPER report was made available for review by the public on the Dakota County CDA and Dakota County websites and notices were published in the Star Tribune. No comments were received during the citizen participation.

**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.**

All changes made to the CDA's CDBG program were activity-level changes that did not modify the overall objectives of the agency. The program continues to focus on the creation and maintenance of affordable housing, public services, improvements to public facilities, economic development, and neighborhood stabilization.

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

This Jurisdiction does not have any open Brownfields Economic Development Initiative grants.

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

N/A – Dakota County is not a BEDI grantee.



**CR-50 - HOME 91.520(d)****Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §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.

Starting January 1, 2022, Janken Housing Solutions took over the HOME monitoring duties. To establish a baseline year, all HOME sites went through a file and physical inspection in 2022. In addition, building documents were reviewed along with the HOME Owner Certification and HOME Summary Report during the desk audit. Moving forward, a desk audit of the Owner Certification and HOME Summary Report will be completed annually. The physical and file inspections will shift to a 3-year inspection cycle as allowed per the Federal Register Vol. 78, No. 142, page 44687 which says, “The on-site inspections must occur within 12 months after the project completion and at least once every 3 years thereafter during the period of affordability.” In 2023, Janken Housing Solutions will complete on-site inspections for 1/3 of the sites. In 2024, another 1/3 of the sites will be inspected, and in 2025 the final 1/3 of the sites will be inspected – thus establishing the physical and file rotation.

Listed below is a summary of the file and physical audits completed in 2022:

CDA Owned Properties	File Insp Date	File Inspection Comments	Physical Insp Date	Physical Inspection Comments
Burnsville Heart of the City	06/14/22	No findings	05/23/22	Due to issues with scheduling contracted work, Management requested an extension to complete repairs. Work anticipated to be finished in 2022.
Carbury Hills Townhomes	06/16/22	No findings	05/24/22	No findings
Cobblestone Square Senior	05/25/22	No findings	05/23/22	No findings
Dakota Heights Senior	05/27/22	All questions were clarified.	05/25/22	No findings
Inver Hills /Riverview Ridge	05/23/22	All questions were clarified.	05/23/22	Findings: Corrective action completed 7/7/2022
Keystone Crossing	06/16/22	No findings	05/23/22	Findings: Corrective action completed 7/8/2022
Lafayette Townhomes	06/15/22	All questions were clarified.	05/25/22	Findings: Corrective action completed 7/13/2022
Lakeshore Townhomes	05/23/22	All questions were clarified.	05/23/22	Findings: Corrective action completed 7/11/2022
Lakeside Pointe Senior	06/16/22	No findings	05/25/22	No findings

Marketplace Townhomes	06/16/22	No findings: POA ended 7/1/2022	05/23/22	No findings
Meadowlark Townhomes	06/16/22	No findings	05/24/22	Due to issues with scheduling contracted work, Management requested an extension to complete repairs. Work anticipated to be finished in 2022.
Northwood Townhomes	06/16/22	No findings	05/23/22	Findings: Corrective action completed 6/23/2022
Prairie Crossing Townhomes	06/16/22	No findings	05/23/22	Due to issues with scheduling contracted work, Management requested an extension to complete repairs. Work anticipated to be finished in 2022.
Prestwick Place Townhomes	06/14/22	No findings	05/24/22	No findings
Quarry View Townhomes	06/17/22	No findings	05/23/22	No findings
Twin Ponds Townhomes	06/13/22	No findings	05/23/22	Findings: Corrective action completed 6/21/2022
Valley Ridge Senior Housing	05/16/22	All questions were clarified.	05/16/22	Findings: Corrective action completed 6/6/2022
West Village Townhomes	05/23/22	No findings	05/23/22	No findings

Private Developers	File Insp Date	File Inspection Comments	Physical Insp Date	Physical Inspection Comments
Cedar Villas Townhomes	05/25/22	No findings	05/25/22	No findings
Grande Market Place	05/11/22	All questions were clarified.	05/11/22	Due to issues with scheduling contracted work, Management requested an extension to complete repairs. Work anticipated to be finished in 2022.
Hidden Ponds Apartments	03/24/22	All questions were clarified; POA ended 5/1/2022	03/24/22	Findings: Corrective action completed 4/20/2022
Legends of Apple Valley	05/13/22	No findings	05/13/22	No findings

Nonprofit Owners	File Insp Date	File Inspection Comments	Physical Insp Date	Physical Inspection Comments
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Cahill Place Apartments	05/06/22	All questions were clarified.	05/06/22	Findings: Corrective action completed 5/27/2022
SCDCAP Aldrich	05/19/22	No findings	05/19/22	Due to issues with scheduling contracted work, Management requested an extension to complete repairs. Work anticipated to be finished in 2022.
SCDCAP Glenda	05/19/22	No findings	05/19/22	Due to issues with scheduling contracted work, Management requested an extension to complete repairs. Work anticipated to be finished in 2022.
SCDCAP Grenada	05/19/22	No findings	05/19/22	Due to issues with scheduling contracted work, Management requested an extension to complete repairs. Work anticipated to be finished in 2022.

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

The CDA establishes an Affirmative Fair Housing Marketing Plan for each of its HOME development projects. An assessment of groups that may be less likely to apply based on location and other factors is completed and a marketing plan is developed. The CDA will determine a marketing strategy that will reach the under-represented groups and also connect with community members associated with those groups.

**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**

Program Income is not designated for any particular project or activity. Per HUD regulations, activities are funded with Program Income as required. Owner and tenant characteristics are similar to those of activities funded with Entitlement Funds or a combination of Entitlement Funds and Program Income.

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

The Dakota County CDA's mission is to provide decent, safe and affordable housing to low-income residents of Dakota County. To achieve this, the CDA works with the cities to develop new affordable housing options. The CDA assists first time home buyers with educational outreach. CDA also strives to improve and preserve the existing housing stock by providing zero interest deferred rehab loans to low income homeowners and grant-funded weatherization services to achieve more efficiency.

In addition to CDBG and HOME funding, the CDA also administers the Public Housing and Housing Choice Voucher Programs. The CDA owns and manages 124 scattered site public housing units located throughout Dakota County, as well as 80 units at

Colleen Loney Manor. The CDA currently administers over 2,700 Housing Choice Vouchers and 80 special vouchers using state and local levy dollars. Both the public housing units and housing assistance provide very low income residents with affordable housing options.

**CR-58 – Section 3**

	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>
Total Number of Activities			
Total Labor Hours			
Total Section 3 Worker Hours			
Total Targeted Section 3 Worker Hours			

**Table 14 – Total Labor Hours**

	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers			
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.			
Direct, on-the job training (including apprenticeships).			
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.			
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).			
Outreach efforts to identify and secure bids from Section 3 business concerns.			
Technical assistance to help Section 3 business concerns understand and bid on contracts.			
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.			
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.			
Held one or more job fairs.			
Provided or connected residents with supportive services that can provide direct services or referrals.			
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.			
Assisted residents with finding child care.			
Assisted residents to apply for or attend community college or a four year educational institution.			
Assisted residents to apply for or attend vocational/technical training.			
Assisted residents to obtain financial literacy training and/or coaching.			

Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.			
Provided or connected residents with training on computer use or online technologies.			
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.			
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.			
Other.			

**Table 15 – Qualitative Efforts – Number of Activities by Program**

**Narrative**

The Dakota County HOME Consortium collects total labor hour data and qualitative efforts at the time of completion of a project. The Consortium currently has two HOME projects in process that are subject to Section 3 rules. These will be reported on once these projects are completed. The Dakota County CDA, Washington County CDA, Ramsey County, and Anoka County continue to be members of the Twin Cities Section 3 Collaborative in an effort to meet Section 3 benchmarks.

**CR-60 - ESG 91.520(g) (ESG Recipients only)**

**ESG Supplement to the CAPER in *e-snaps*  
For Paperwork Reduction Act**

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

**Basic Grant Information**

**Recipient Name** DAKOTA COUNTY  
**Organizational DUNS Number** 963108121  
**EIN/TIN Number** 411253302  
**Identify the Field Office** MINNEAPOLIS  
**Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance**

**ESG Contact Name**

**Prefix** Mrs  
**First Name** Margaret  
**Middle Name** M  
**Last Name** Dykes  
**Suffix** 0  
**Title** Assistant Director of CED

**ESG Contact Address**

**Street Address 1** 1228 Town Centre Dr  
**Street Address 2** 0  
**City** Eagan  
**State** MN  
**ZIP Code** 55123-  
**Phone Number** 6516754464  
**Extension** 0

**Fax Number** 0  
**Email Address** mdykes@dakotacda.state.mn.us

**ESG Secondary Contact**

**Prefix** Mrs  
**First Name** Lisa  
**Last Name** Alfson  
**Suffix** 0  
**Title** Director of Community and Economic Development  
**Phone Number** 6516754467  
**Extension** 0  
**Email Address** lalfson@dakotacda.state.mn.us

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

**Program Year Start Date** 07/01/2021  
**Program Year End Date** 06/30/2022

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

**Subrecipient or Contractor Name**  
**City**  
**State**  
**Zip Code**  
**DUNS Number**  
**Is subrecipient a victim services provider**  
**Subrecipient Organization Type**  
**ESG Subgrant or Contract Award Amount**

**CR-65 - Persons Assisted**

**4. Persons Served**

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

<b>Number of Persons in Households</b>	<b>Total</b>
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	0

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

**4b. Complete for Rapid Rehousing Activities**

<b>Number of Persons in Households</b>	<b>Total</b>
Adults	20
Children	7
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	27

**Table 17 – Household Information for Rapid Rehousing Activities**

**4c. Complete for Shelter**

<b>Number of Persons in Households</b>	<b>Total</b>
Adults	75
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	75

**Table 18 – Shelter Information**

**4d. Street Outreach**

<b>Number of Persons in Households</b>	<b>Total</b>
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	0

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

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

<b>Number of Persons in Households</b>	<b>Total</b>
Adults	95
Children	7
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	102

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

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

	<b>Total</b>
Male	59
Female	43
Transgender	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	102

**Table 21 – Gender Information**



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

	<b>Total</b>
Under 18	7
18-24	8
25 and over	87
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	<b>102</b>

**Table 22 – Age Information**

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

**Number of Persons in Households**

<b>Subpopulation</b>	<b>Total</b>	<b>Total Persons Served – Prevention</b>	<b>Total Persons Served – RRH</b>	<b>Total Persons Served in Emergency Shelters</b>
Veterans			0	3
Victims of Domestic Violence			9	33
Elderly			4	7
HIV/AIDS			1	1
Chronically Homeless			15	43
<b>Persons with Disabilities:</b>				
Severely Mentally Ill			13	48
Chronic Substance Abuse			2	17
Other Disability			14	44
Total (unduplicated if possible)			27	75

**Table 23 – Special Population Served**

**SAGE Step 5 – Project Outcomes**

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

ESG performance standards will be followed per 24 CFR Part 576, including measures to evaluate the effectiveness of the program and to assess how well the program serves the targeted population. This includes reductions in the number of homeless persons living on the streets and in shelters, the number of persons who do not reenter the shelter or supportive housing system within one year, and the number of persons exiting with permanent housing. Dakota County will continue to consult with the SMAC on performance standards for evaluating ESG.

Per HUD regulations, SAGE will be utilized to report aggregated data on persons assisted with ESG. See ESG Written Standards.

**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.**

Numerous positive measures were seen as a result of the use of ESG funding. 91% of participants has achieved housing stability, 67% achieved an increase in total income, and 20% achieved an increase in earned income. Rapidly re-housing program participants reduced the number of persons who do not reenter the shelter or supportive housing system within one year, and the number of persons exiting with permanent housing by providing housing stability and facilitating participants to build up reliable income.

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

N/A.

**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.

**SAGE Step 6 – Financial Information**

**Homelessness Prevention**

	Non COVID Annual ESG Funds in Program Year		
	2021	2020	2019
Rental Assistance	0	0	0
Relocation and Stabilization Services - Financial Assistance	0	0	0
Relocation & Stabilization Services - Services	0	0	0
<b>Homeless Prevention Expenses</b>	0	0	0

**Rapid Re-Housing**

	Non COVID Annual ESG Funds in Program Year		
	2021	2020	2019
Rental Assistance	\$87.90	\$116,348.10	0
Relocation and Stabilization Services - Financial Assistance	0	\$7,559.00	0
Relocation & Stabilization Services - Services	0	0	0
<b>RRH Expenses</b>	\$87.90	\$123,907.10	0

**Emergency Shelter**

	Non COVID Annual ESG Funds in Program Year		
	2021	2020	2019
Essential Services	0	0	0
Operations	0	0	\$6,446.00
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
<b>Emergency Shelter Expenses</b>	0	0	\$6,446.00

**Temporary Emergency Shelter**

	Non COVID Annual ESG Funds in Program Year		
	2021	2020	2019
Essential Services	0	0	0
Operations	0	0	0
Leasing existing real property or temporary structures	0	0	0
Acquisition	0	0	0
Renovation	0	0	0
<b>Emergency Shelter Expenses</b>	0	0	0

**Street Outreach**

	Non COVID Annual ESG Funds in Program Year		
	2021	2020	2019
Essential Services	0	0	0
Hazard Pay	0	0	0
Volunteer Incentives	0	0	0
Training	0	0	0
Handwashing Stations/Portable Bathrooms	0	0	0
<b>Street Outreach Expenses</b>	0	0	0

**Other ESG Expenditures**

	Non COVID Annual ESG Funds in Program Year		
	2021	2020	2019
HMIS	\$750.00	\$3,309.37	0
Administration	\$4,980.96	\$4,101.37	0
<b>Other Expenses</b>	\$6,730.96	\$7,410.74	0

**Total Expenditures**

	2021	2020	2019
<b>Total Expenditures</b>	\$5,818.86	\$131,317.84	\$6,446.00
<b>Match</b>	\$5,818.86	\$131,317.84	\$6,446.00

**Total ESG expenditures plus match**

<b>Total Amount of Funds Expended on ESG Activities</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>
	\$11,637.72	\$262,635.68	\$12,892.00

**Total expenditures plus match for all years**

<b>Total expenditure plus match for all years</b>	<b>\$287,165.40</b>
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