



COMMUNITY DEVELOPMENT COMMISSION

AGENDA

Monday, September 15, 2025
12:00 p.m.

This meeting includes in-person and virtual participation.

Council Chambers

333 Broadalbin Street SW

Or join the meeting here:

<https://council.albanyoregon.gov/groups/cdc/zoom>

Phone: 1 (253) 215-8782 (Long distance charges may apply)

Meeting ID: 894 5923 3401; Passcode: 498781

Please help us get Albany's work done.

Be respectful and refer to the rules of conduct posted by the main door to the Chambers and on the website.

1. Call to Order (Chair)
2. Roll Call (Staff)
3. Approval of August 18, 2025, minutes [Pages 2-4] (Chair)
4. Public Comment (Chair)
Persons wanting to provide comments may: email written comments or register to speak by emailing cdaa@albanyoregon.gov, or appear in person to speak at the meeting.
5. Scheduled Business (Staff)
 - Agency Consultation Survey Questions
 - Application Narrative/Scoring Criteria [Pages 5-7]
 - Draft 2024 Consolidated Annual Performance Report (CAPER) [Pages 8-36]
6. Business from the Commission (Chair)
7. Next Meeting Date: October 20, 2025
8. Adjournment

This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48-hours in advance of the meeting at: cdaa@albanyoregon.gov or call 541-917-7550.

Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation and are posted on the City's website.

albanyoregon.gov/cd





COMMUNITY DEVELOPMENT COMMISSION

MINUTES

August 18, 2025

12:00 p.m.

Hybrid – Council Chambers

Approved: DRAFT

Call to Order

Chair Bessie Johnson called the meeting to order at 12:00 p.m.

Roll Call

Members present: Jim Cole, Robyn Davis, Tracy Liles, Ron Green (arrived at 12:01 p.m.), Emma, Deane, John Robledo, Courtney Stubbs, Alex Johnson II, Larry Timm

Members absent: Tracy Liles, Emma Deane

Approval of Minutes for June 2, 2025

12:00 p.m.

Motion: Commissioner Johnson II motioned to approve the minutes from June 2, 2025. Commissioner Cole seconded the motion, which passed 8-0.

Public Comment

12:01 p.m.

City of Albany Councilor Marilyn Smith updated the Commission on the effort to set up a separate Continuum of Care for Linn, Benton and Lincoln Counties to break away from the 26 county Rural Oregon Continuum of Care that HUD funds for homeless prevention and other services.

Commissioner Davis asked what percentage of the funds comes from federal versus local or private funding. Counselor Smith wasn't able to provide those numbers but suggested Dina Eldridge at Community Services Consortium would be a good source for those numbers

Commissioner Timm asked about the numbers of homeless in the various geographic areas and the trends, whether program efforts are making a significant difference. Catlin stated that there were numbers from the Point-In-Time count available in the 2025 Action Plan.

Counselor Smith continued that she had seen the drafted letter from the Commission, and it raised an immediate concern for her because we already have a task force based in Albany and operating in Linn County and has been continually meeting since 2006. That taskforce began with a homeless resource fair and community summit with the Council. The task force became the HEART (Homeless Engagement and Resource Team) that includes government, law enforcement, emergency response; faith-based organizations, health care agencies and housing/shelter providers participate. Regular discussion identifies gaps and provides agency updates on efforts.

Staff provided Commissioners with a list (from the 2025 Action Plan) with descriptions of local efforts, groups and housing services working to reduce homelessness.

Commissioner Stubbs asked if Counselor Smith sees any gaps where needs aren't being covered. Counselor Smith responded that she sees the biggest gap is people not choosing to access shelter services for a variety of reasons such as having pets, not wanting to be separated from their partners, those with behavioral issues, etc.

Commissioner Johnson asked if there is any way to gauge how much progress has been made. Counselor Smith answered yes. At each HEART meeting they have a report on how many people have been moved off the street and into housing through community street outreach. Shelter is not permanent housing and there are people doing the one-on-one outreach to get individuals housed. She noted that Albany does have three year-round shelters, which other communities don't have.

Scheduled Business

12:27 p.m.

- Agency Consultation Discussion & Direction

Comprehensive Planning Manager, Anne Catlin shared that the Federal 2026 budget does include funding for the CDBG program, but figures are not final. There is a slight reduction in the fiscal year allocation. It means we'll need to move quickly to conduct agency consultations and determining priorities. They issue Request for Applications in late October/early November to give agency's time to apply. Commissioners were provided with a list of possible consultants for consideration.

Commissioner Timm shared he would rather hear from agencies after they apply and only once.

Commissioner Johnson added they would have the application to review and be better prepared with questions.

Commissioner Johnson II requested that Faith Hope & Charity Inc. be on the list.

Catlin suggested it would be important to know what the gaps are to set priorities for funds usually determined during consultations. So asked how to go about getting the consultation without repeating information. She suggested pre-loading the discussion with survey questions to get specific information.

Commissioner Stubbs asked if there was a liaison from the HEART group to consult with the Commission on current gaps. Catlin explained the group is made up of people from different agencies so no specific representative. She suggested Dena Eldridge with the Community Services Consortium as a good resource for identifying gaps, as well as Commissioner Dean.

Commissioner Cole suggested it is good to have an additional opportunity to speak with organizations but perhaps there is value in front-loading questions to help prioritize and how to drive the decision. He recalled the scoring was very tight and would prefer the ranking be more spread out. And there were questions that weren't resolved like number of meals served vs number housed. We had trade-offs without having clarity on how to make that decision. Generally, things that could tighten the process.

Commissioner Timm said focusing the discussion primarily on what the gaps/needs are versus this is what my agency does.

Commissioner Johnson agreed and with so many efforts concerned with serving the same person from the same dollars. Ideally a clearinghouse of sorts basing awards on specific areas of expertise.

Commissioner Johnson noted that some applications come in year after year for the same services. Catlin suggested emphasizing growing the programs and looking at whether a program can become self-sustaining or find other funding.

- Housing Implementation Plan Updates

12:47 p.m.

Catlin reported progress on implementing the strategies in the housing implementation plan. The council did defer system development charges for housing so reducing the amount due up front in the

permit process but delay until there is occupancy. The Council did adopt the Construction Excise Tax (CTE) for housing, a fee for new development on the value of the improvement for adding living space for residential or occupiable space for commercial construction.

Business from the Commission

12:56 p.m.

Commissioner Davis appreciated Councilor Smith taking the time to provide information to the Commission. But expressed concern that there doesn't seem to be a liaison accountable to elected officials and stated that Corvallis has such an oversight group. Davis's concern was that there is such a disparate approach to problem gaps such as health services, that coordination could address in a more unified way and agencies should be held accountable. Other cities report on progress addressing homelessness.

Catlin suggested having staff from the Fire Department and Police Department and possibly Park staff and Linn County Health Services attend future CDC meetings. The HEART Group is a collective to share information about what is going on but is not holding anyone accountable. HEART doesn't distribute out their minutes to know what they talk about. Sharing the information so there is more understanding about what is going on. Catlin suggested reporting to Council from agencies providing services, such as COAT and other organizations doing work in the field. She believed that Commissioner Deane would be helpful in identifying areas for improvement as well as COAT, who goes out weekly to camp sites.

Commissioner Johnson II noted that with the joint meetings we have with the Council perhaps one could be convened on this topic with reporting. Discussion continued about groups that could report to Council on this topic.

Commissioner Johnson II invited members to attend a groundbreaking of the YMCA Veteran's Housing project on September 10, 2025, at 10:00 a.m.

Next Meeting Date

The next meeting is scheduled for September 15, 2025.

Adjournment

The Chair adjourned the meeting at 1:16 p.m.

Respectfully submitted,

Reviewed by,

Susan Muniz
Recorder

Anne Catlin
Comprehensive Planning Manager

**Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing cdaa@albanyoregon.gov.*

2026 CDBG Scoring Matrix			
App. Question	2026 Application Questions	Criteria	Possible points
Activity need, consolidated plan and CDBG award policies and priorities			
Q1	Explain which goals in Albany’s 2023-2027 Consolidated Plan will be addressed by the proposed activity.	The proposed activity clearly addresses one or more priorities in the 2023-2027 Consolidated Plan.	5
Q2	Describe the community need that will be addressed by the proposed activity.	The applicant describes a clear need in the community that they will address.	5
Q3	Explain how the activity is an effective strategy to address the identified gap in needs. Provide statistics or evidence to document the activity need.	The proposed activity is an effective strategy to address the identified gap in needs.	5
Q4	Specify which CDBG National Objective(s) will be satisfied by the proposed activity.	The proposed activity satisfies one of the CDBG National Objectives. (Yes/No)	5
Q5-6	Explain how the project will promote inclusiveness and diversity.	The project and agency promotes inclusivity and diversity.	5
	Total for section		25
Benefit to low-income Albany residents, performance objective (# served)			
Q7	Describe the number and type of residents/clients that will be served. Who and how many will benefit from activity (estimate # of people, describe clients)?	The activity will primarily serve low/moderate income or presumed benefit Albany residents.	10
		The number of people who will benefit from this activity (higher score for those serving more people)	10
Q8	Please describe the general accomplishments you intend to achieve with this activity.	The applicant provided clear and compelling accomplishments for this project and the accomplishments described are achievable.	5
	Total for section		25

Readiness to proceed, ability to complete in 12 months			
Q9	Please complete the schedule that follows or provide one that is applicable to the activity/project that outlines when major activities will be executed and when the project will be completed.	The applicant provided a complete and realistic schedule which illustrates that the activity will be completed within the program year.	5
Q10-11	Please describe your readiness to proceed, whether land use or other issues are resolved and whether your organization has the administrative capacity to complete the proposed project. Describe the current organizational capacity to complete and manage the activity within the program year.	The applicant demonstrates readiness to implement the activity and any issues that would impede implementation have been resolved.	5
	Total for section		10
Agency capacity, experience w/ activity and/or federal funding, agency inclusivity			
Q12	Describe experience and success conducting the same or similar projects, use of federal or CDBG funds.	The agency has experience and demonstrated success implementing the proposed activity or project and using CDBG or other federal funds.	5
Q14	If any issues were raised during a federal program monitoring evaluation, please explain the findings and how issues were resolved.	The agency has demonstrated success meeting federal requirements or has otherwise illustrated their ability to meet federal requirements.	5
Q13	Explain agency experience managing construction projects subject to Davis-Bacon and/or BOLI wage requirements and/or soliciting bids for construction projects.		
Q15	Identify any other agencies or partners for this activity/project and define the roles and responsibilities of these partners.	If partnerships are necessary for the proposed activity, the agency has already developed those partnerships and there are clear roles for any partnering organizations.	5
Resume, Sect. 5	Staff capacity and experience	Staff have the experience and qualifications to ensure the activity is successful.	5
	Total for section		20

Financial: project expenses are reasonable			
Budget	Activity budget	The applicant provided a complete and realistic budget for the activity or project.	5
		Activity expenses are reasonable and necessary.	5
Q17	Why are CDBG funds the best fit/source? Are there other sources of funding for this activity?	CDBG funds are appropriate for this activity and will address a gap in funding.	5
		The agency maximizes other funding sources to support this activity or project when possible.	5
	Total for section		20
	Total overall		100



City of Albany

2024 Consolidated Annual Performance and Evaluation Report for the Community Development Block Grant Programs

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

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

The City of Albany receives an annual entitlement Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development (HUD). As an entitlement recipient of CDBG funds, the City is required to prepare a five-year strategic plan, called the Consolidated Plan, that identifies community needs, prioritizes these needs, and establishes goals and objectives to meet these needs.

The City is also required to provide an annual report to HUD that evaluates Albany's progress towards meeting the one-year goals in each annual Action Plan and the goals and objectives identified in the applicable five-year Consolidated Plan. This report is called the Consolidated Annual Performance Evaluation and Report (CAPER). This CAPER covers progress made in the 2024 federal program year, which corresponds to the City of Albany's 2024-2025 fiscal year.

The 2024 Federal program year was Albany's second year of the 2023-2027 Consolidated Plan. The city received a 2024 CDBG allocation of \$349,123 to address needs identified in the five-year Consolidated Plan. The city spent \$401,116.39 in CDBG funding by June 30, 2025, which included prior year carryover.

Between July 1, 2024, and June 30, 2025, CDBG provided services to 247 low- and moderate-income Albany individuals and households with the following programs: housing rehabilitation, emergency shelter and case management to homeless youth, outreach and resource connection to unsheltered residents, improvements to a new domestic violence shelter house, childcare scholarships, and low-income senior companions for homebound seniors and persons with disabilities. Additionally, work was completed on Lehigh Park improvements using prior year CDBG funds.

Table 1 that follows compares the projected 5-year outcomes with actual to date, and the expected PY 2024 outcomes with those completed to date. 91.520(g)

Goal	Category	Indicator <i>Agency/Project</i>	Unit of Measure	Expected 2023-27 Five-Year Plan	Actual 2023-27 Five-Year Plan	Percent Complete	Expected 2024 Program Year	Actual 2024 Program Year	Percent Complete
Increase affordable housing options	Affordable Housing	Public Facility or Infrastructure Activities <i>CARDV shelter improvements</i>	Persons Assisted	250	0	0.00%	30	0	0.00%
		Shelter/Transitional Housing Beds added <i>CARDV Shelter</i>	Beds	8	7	87.50%		7	87.50%
		Direct Financial Assistance to Homebuyers	Households Assisted	3	0	0.00%			
		Other: <i>Creating Housing Tiny Home Village</i>	Other	1	27	2,700%			
Maintain existing affordable housing	Affordable Housing	Homeowner Housing Rehabilitated <i>DevNW – homeowner rehab</i>	Household Housing Unit	15	8	53.33%	3	6	200.00%
Strengthen LMI neighborhoods and accessibility	Non-Housing Community Development	Public Facility or Infrastructure Activities <i>Lehigh Park New Equipment</i>	Persons Assisted	1000	3635	363.50%	0	3635	
Support Economic Opportunities for LMI residents	Economic Development	Jobs created/retained	Jobs	5	4	80.00%	5	4	80.00%
		Businesses assisted <i>LBCC Childcare Support</i>	Businesses Assisted	15	4	26.67%	5	4	80.00%
Support public services for LMI residents	Homeless Non-Homeless Special Needs	Public service activities • <i>COAT outreach/case management</i> • <i>COG Senior Companion Program</i> • <i>Boys & Girls Club scholarships</i>	Persons Assisted	700	1281	183.00%	500	197	47.40%
	Homeless	Homeless Person Overnight Shelter <i>Jackson Street</i>	Persons Assisted	400	101	25.25%		40	

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.

Consistent with the goals in the 2023-2027 Consolidated Plan, the 2024 priorities were:

- Increase affordable housing opportunities
- Maintain the existing affordable housing stock
- Support economic opportunities for LMI residents
- Support public services for LMI residents
- Strengthen LMI neighborhoods and accessibility

Increase Affordable Housing Options:

1. Prior year funding supported property clearance for the Hub City Village, which increased Albany's affordable housing opportunities by creating 27 new tiny affordable homes in 2024, which are occupied primarily by residents earning 30 percent or less of the area median income.
2. In program year 2024, Center Against Rape and Domestic Violence made improvements to a single dwelling property that will add seven new emergency shelter beds (excludes cribs) for survivors of domestic violence and their children in Albany.

Maintain the Existing Affordable Housing Stock: CDBG funds helped DevNW to complete improvements to 6 homes owned and occupied by low- and moderate-income residents in PY2024. Most of these homes were over 50 years old and 4 of the 6 householders are elderly and 2 disabled.

Support economic opportunities for LMI residents: CDBG funds helped allocated to Family Connections for a small business assistance program for in-home childcare providers. Four microenterprises successfully completed childcare licensing requirements and launched or grew in-home childcare businesses in PY 2024, creating 4 new jobs for existing residents.

Support public services for LMI residents:

1. Cascades West Council of Governments provided senior companion services to 9 homebound seniors, with support provided to 2 low-income Albany seniors who were senior companions.
2. COAT provided outreach and resource connection to 113 unsheltered residents in the fall of 2024 and helped dozens of unhoused residents get into permanent housing.
3. Jackson Street provided emergency shelter and case management to 40 Albany youth experiencing homelessness during program year 2024.
4. Boys and Girls Club provided 19 new scholarships to Albany youth enabling families to access affordable summer childcare using 2023 funds, and 54 youth received scholarships for before and after school care and summer care programs through June 30, 2025, with 2024 PY funds. Most of benefiting children were from single mother homes and with incomes below 50 % of AMI.

Strengthen LMI neighborhoods and accessibility: Park equipment purchased for Lehigh Park last year was installed in PY24.

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	Percentage
White	202	82%
Black or African American	5	2%
Asian	3	1%
American Indian or American Native	21	8.5%
Native Hawaiian or Other Pacific Islander	2	0.8%
Multi-Racial or Other Race	14	5.7%
Total	247	100%
Hispanic	33	13%
Not Hispanic	214	87%

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

Narrative

Between July 1, 2024, and June 30, 2025, CDBG programs served 241 residents and 6 households with CDBG funded programs through senior services, childcare enrichment programs, emergency shelter, homeless outreach, small business support to childcare providers, and housing rehabilitation. Of these, 82 percent of the residents assisted were White, 2 percent were African American, 5 percent were American Indian or American Native, 1 percent were Asian, and 6X percent were other or multiracial. Additionally, 13 percent were of Latino/Hispanic origin.

INCOMES

Most residents and families supported with CDBG-funded programs were extremely low-income, earning 30 percent or below the median family income, or were homeless and presumed to be extremely low-income (190 of 247, or 77 percent). Eleven percent were low-income, and Nine percent were moderate-income and two percent of those benefited by CDBG programs had incomes higher than 80% of the Area Median Income.

Income	Number	Percentage
Extremely Low	190	77%
Low	28	11.3%
Moderate	23	9.3%
Not Low-Mod	6	2.4%
TOTALS	247	100%

In PY 2024, there was a particular benefit to homeless in the CDBG programs, including unaccompanied homeless youth, totaling 153 residents. One hundred and five female-headed households benefited from CDBG funded programs and activities in PY 2024, especially from the summer scholarship programs.

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	590,098.75	\$401,116.39

Table 3 - Resources Made Available

Narrative

The City's 2024 entitlement grant was \$349,123 and there was \$240,975.85 in unspent funds from prior year grants for activities that carried into the 2024 program year for a total of \$590,098.75. The CDBG-funded programs spent \$401,116.39 in the 2024 PY between July 1, 2024, and June 30, 2025.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Census Tract 204	10	20	Youth shelter, housing rehabilitation
Census Tract 205	0	16	Housing rehabilitation, Lehigh Park equipment
Census Tract 208.1	4	5	Childcare Services, in-home childcare business
Census Tract 208.2	1	6	In-home childcare businesses
City of Albany, Linn County	85	53	Homeless outreach, housing rehabilitation program delivery and housing rehabilitation, emergency shelter for survivors of domestic violence

Table 4 – Identify the geographic distribution and location of investments

Narrative

Excluding program administration, activity delivery costs, and expenses for the confidential shelter for survivors of domestic violence, 46 percent of CDBG expenditures by June 30, 2025, were in local target area Census Tracts 204, 205, 208.01, and 208.02. The City hopes investments in these areas will gradually remove blighted conditions, improve safety and livability, and add to the services and economic opportunities available in these areas. These improvements may also encourage more private investment in these areas. CDBG activities and expenditures in Albany's low- and moderate-income Census Tracts are listed below.

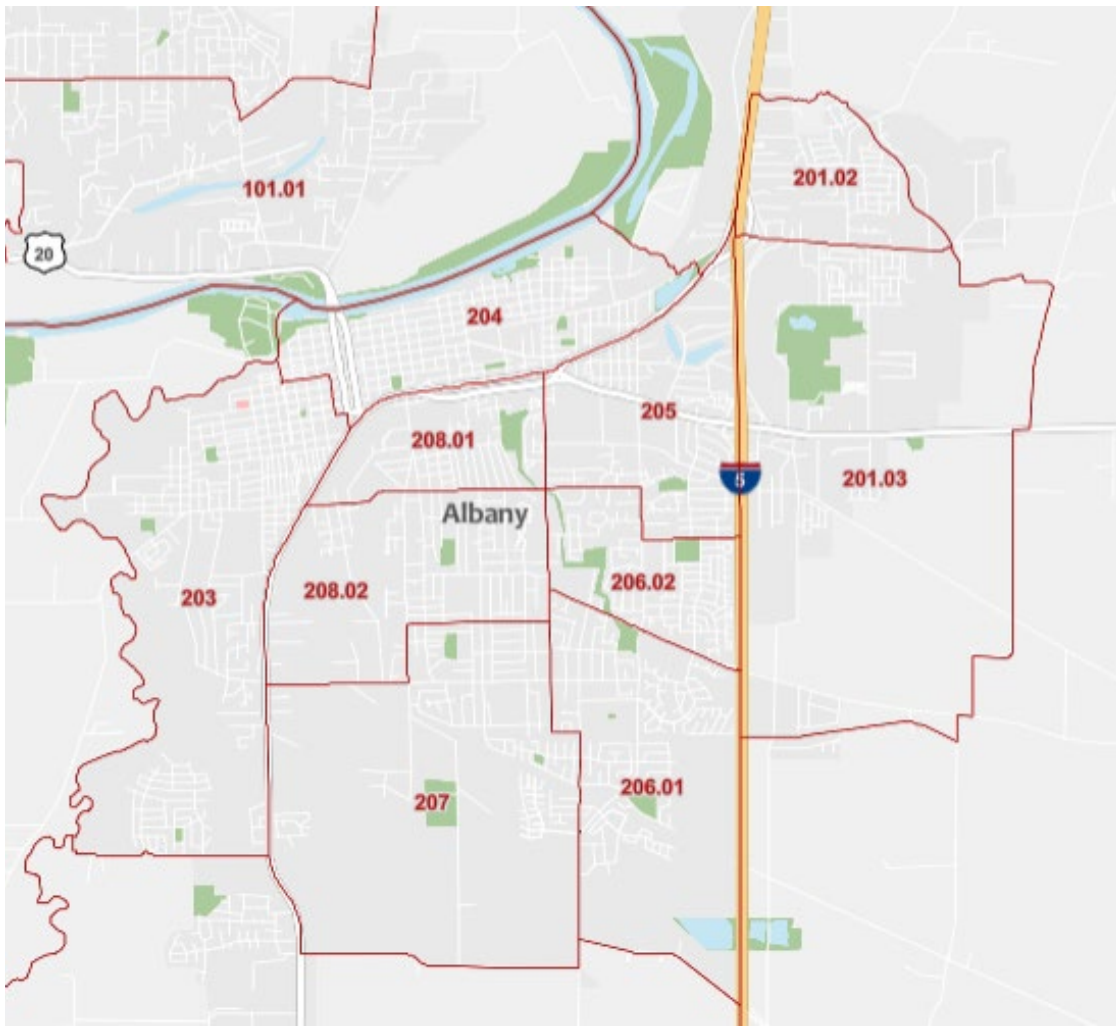


Figure 1. Census Tracts in Albany

Census Tract 204 activities

- Jackson Street emergency youth shelter services and case management to youth ages 10 to 17.
- Two housing rehabilitation projects were completed in PY 2024.

Census Tract 205 activities

- New park equipment installation was completed at Lehigh Park in this census tract 205.
- One housing rehabilitation project was completed in program year 2024.

Census Tract 208.01 activities

- The Boys and Girls Club of Albany is based in this census tract.
- One new in-home childcare provider opened in this tract, creating a job and providing childcare.

Census Tract 208.02 activities

- Two new in-home childcare providers opened in this tract, creating jobs and providing childcare.

- The senior companion program is based in this census tract, however the program serves residents throughout the city, so expenditures are not allocated to this tract.

DRAFT

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.

The city advanced 2024 Action Plan goals by supporting improvements on the publicly owned Lehigh Park. Otherwise, the City did not use any publicly owned land or property within the City limits to address the needs identified in the 2024 Action Plan.

CDBG: Several nonprofit service providers used the 2024 or prior year CDBG awards to leverage funding from private foundations, state, and local funding.

- Jackson Street Youth Services Albany house matched the City's CDBG support with \$105,000 in federal funds, \$335,000 in state funding, \$280,000 in local funds, and more than \$100,000 in private donations.
- The Senior Companion Program managed by Oregon Cascades West Council of Governments received more than \$113,333 in federal funds, 7,000 in state funds, and 8,000 in grants.
- Boys and Girls Club leveraged \$23,900 in federal funds, \$254,000 in state funds, and \$915,000 in grant funding to support their programs in addition to CDBG funding. They also had volunteers devote 126 hours for a value of \$1,600 to the program.
- Center Against Rape and Domestic Violence receives about \$250,000 in individual and business contributions to their program and federal grants of about \$500,000 and state funds of \$680,000.
- COAT leveraged \$129,000 in state funds, \$60,000 in private donations, and had volunteer hours valued at more than \$3,000.

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	4*
Number of Non-Homeless households to be provided affordable housing units	3	6
Number of Special-Needs households to be provided affordable housing units	0	0
Total	3	6

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0*
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	3	6
Number of households supported through Acquisition of Existing Units	0	0
Total	3	6

Table 6 – Number of Households Supported

*Performance by outside agencies without the use of CDBG funding described in narrative.

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

HOMELESS HOUSEHOLDS PROVIDED HOUSING ASSISTANCE:

PY 2024 CDBG funds were awarded to Community Outreach Assistance Team to provide case management to help unhoused residents get into permanent housing. This program helped 4 unhoused Albany residents get permanent housing.

*Not included in the table figures are 336 Albany households that Community Services Consortium (CSC) provided rental assistance to, including 74 unhoused residents received rapid rehousing services, and 232 households were provided eviction prevention service in the 2024 program year without CDBG funding.

Also not included in the tables are the 40 homeless and unaccompanied Albany youth that were provided shelter by Jackson Street Youth Services. Jackson Street received 2024 CDBG funds to provide

shelter and case management to assist youth with family reunification or in finding other safe housing.

NON-HOMELESS HOUSEHOLDS PROVIDED HOUSING ASSISTANCE:

Number of Households Supported through Rehab of Existing Units with CDBG: Six owner-occupied houses were rehabilitated in PY2024.

- Extremely low-income owner households assisted –1
- Low-income owner households assisted – 1
- Moderate-income owner households assisted – 4
- Middle-income owner households assisted – 0

Number of Households Supported through Rental Assistance: CSC provided rental housing assistance to 336 Albany households in the 2024 program year. They did not request CDBG funds.

Discuss how these outcomes will impact future annual action plans.

While this year's outcomes demonstrate the recent success in using CDBG to advance affordable housing, there is still a substantial need. The limited CDBG funds and restrictions on new construction pose challenges, but the City will continue to look for effective ways to advance affordable housing through the CDBG program. The City will continue to support the housing rehabilitation program to maintain existing affordable housing and strives to identify potential projects to support through acquisition, clearance, or other eligible activities that support the creation of affordable housing. The City will collaborate with partners to identify eligible activities on potential new projects, but finding property, establishing other funding, and completing the environmental review process all take time so these outcomes may not be readily replicated in the immediate future in our action plans.

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

Number of Households Served	CDBG Actual
Extremely Low-income	1
Low-income	1
Moderate-income	4
Total	6

Table 7 – Number of Households Served

Number of Individuals Served	CDBG Actual
Extremely Low-income	69
Low-income	27
Moderate-income	19
Presumed Low-Mod income (homeless)	120
Over Moderate-income	3
Total	241

Table 8 Incomes of individuals served by CDBG funded activities

Narrative Information

Household income is used to determine eligibility for most of Albany's activities; however, the outcome is typically the number of persons served, rather than households served. Household income data is shown for the housing rehabilitation activities (six households). Overall, CDBG funds supported 69 extremely low-income people, and 120 homeless residents were presumed benefit clientele, along with 28 low-income people, and 23 moderate-income people. Three youth from non-low-mod households were provided emergency shelter and support at Jackson Street, and three youth from families with multiple children were provided with summer scholarships, representing 2 percent of those served.

Most residents supported through CDBG programs were homeless, had extremely low, or low incomes representing 88 percent of those served.

ACTIONS TAKEN TO ADDRESS WORST CASE HOUSING NEEDS in 2024:

- Community Services Consortium (CSC) provides rapid rehousing to Albany's homeless persons, who are assumed to be extremely low-income.
- CSC also provides homeless prevention assistance in the form of rent relief and utility assistance to prevent eviction from rentals or doubled-up situations. Those served are extremely low-income, low-income, and moderate-income households and are often rent burdened.
- Albany Helping Hands Shelter operates six transitional houses for men and one for women and women with children to move homeless residents into stable housing.
- Jackson Street Youth Services provides emergency shelter for youth and transitional housing for young adults in Albany.
- Linn County Health Services and Community Helping Addicts Negotiate Change Effectively (C.H.A.N.C.E.) provide housing vouchers for residents in recovery from addiction and those with mental disabilities and individuals discharged from correctional facilities and institutions. The emergency shelters also provide housing, food, and clothing to individuals discharged from correctional facilities and institutions.

OTHER ACTIONS TAKEN TO FOSTER AND MAINTAIN AFFORDABLE HOUSING:

2024 and carryover CDBG funds continued to support the rehabilitation of Albany's affordable housing stock. Previously, CDBG funds also supported Creating Housing Coalition's effort to create an affordable tiny house village by supporting the environmental review, property clearance and building demolition of their site. This has now resulted in 27 new units of long-term affordable housing. The City consults with area housing and service providers to assess opportunities and projects that may be ready to proceed and apply for CDBG assistance – including partners for property acquisition, housing rehabilitation, and new construction.

The City has also made strides outside of the CDBG program to promote affordable housing development by implementing priority housing strategies identified in the Housing Implementation Plan, including

strategies that could provide financial support for affordable housing. The council recently adopted a development fee (construction excise tax) that will begin raising money to provide financial support for needed housing.

The city recently adopted numerous zoning strategies to remove barriers to needed housing types such as removing density caps in medium and high-density zones and providing incentives such as increased heights and increased lot coverage for affordable housing.

DRAFT

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 following progress was made in the 2024 program year to reduce and end homelessness within the community:

1. Community Outreach Assistance Team (COAT) helped homeless individuals connect to the Department of Human Services Senior and Disability Services staff, Community Services Consortium (CSC) case management staff, and Communities Helping Addicts Negotiate Change Effectively (CHANCE). CHANCE helps residents with addiction recovery services and provides emergency shelter. Other Albany partners include Albany Helping Hands Shelter and CSC's Supportive Services for Veteran Families program (SSVF).
2. CHANCE responded to calls to help residents in crisis or need with services directly at time of contact/need.
3. Jackson Street Youth Services conducted outreach to homeless youth through events.
4. City staff attended monthly meetings of the Homeless Engagement and Resource Team (HEART).

Addressing the emergency shelter and transitional housing needs of homeless persons

The provision of shelter and transitional and permanent supportive housing for homeless Albany residents is provided by several area non-profits, Oxford Houses, and houses owned by faith-based organizations.

A 2024 CDBG public service grant helped Jackson Street Youth Services provide emergency shelter and case management for 40 homeless youths. Jackson Street also provides transitional housing to young adults ages 18 to 24.

CHANCE has a total of 138 beds, including 42 low barrier beds, and 50 high barrier beds for men and 16 for women; and has 5 family rooms with 4 beds each.

Albany Helping Hands, another emergency shelter provider has 94 total high barrier beds – 60 for men and 34 for women. City staff from numerous departments collaborate with the shelters on an ongoing basis.

Linn County Health Services and C.H.A.N.C.E. provide housing vouchers for residents in recovery from addiction, those with mental disabilities, and individuals discharged from correctional facilities and institutions. The emergency shelters also provide housing, food, and clothing to individuals discharged from correctional facilities and institutions.

The Linn County Homeless Multi-Agency Coordination (MAC) group convenes public officials, homeless

outreach and shelter staff, emergency services, mental and behavioral healthcare providers, housing providers, and social service providers to coordinate efforts around homelessness and how best to use state funding to meet needs in Linn County.

Transitional and Supportive Housing

- Albany Helping Hands currently has nine transitional supportive housing spaces.
- Oxford House Chapter 19 – operates ten “clean and sober” houses in Albany: one for women only, three for women with children, and six for men.
- God Gear operates eight recovery houses in Albany, two for women and six for men.
- Albany Partnership for Housing and Community Development (APHCD) provides permanent supportive “Step Forward” housing providing housing for formerly homeless residents, residents with mental illness or in recovery from addiction. Six units provided supportive housing with capacity of one to four bedrooms of transitional housing that become available throughout the year with an estimate of 18 beds.
- Linn-Benton Housing Authority (LBHA): LBHA owns two developments that provide permanent supportive housing developments serving Albany’s residents with mental and developmental disabilities.
- Jackson Street youth Services has two transitional houses in Albany that can serve 10 youth.

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

CDBG funds have helped to fill the gap in needs provided by other public and private agencies to prevent and reduce homelessness through a variety of programs. Homeless or at-risk residents and families come through the local Coordinated Entry process established by the community action agency, Community Services Consortium (CSC). CSC receives federal Emergency Solutions Grant (ESG) funds for rapid rehousing programs and homelessness prevention. CSC also coordinates the HMIS for Coordinated Entry. City staff collaborate and consult with CSC throughout the year on homelessness and emergency housing needs. The City itself does not receive ESG funds. In Oregon, ESG funds are allocated by the state (Oregon Housing and Community Services Department).

A. Homeless Prevention: Albany has a network of social services and government agencies that work together to help Albany’s low- and extremely low income families avoid becoming homeless. Several of these agencies/organizations received CDBG funds in the 2024 program year, while others did not request CDBG funds.

- Jackson Street Youth Services provided shelter and case management to 40 homeless and unaccompanied Albany youth in 2024. Youth are either reconnected with their families or move

into transitional living. These services prevent a number of youths going into correctional institutions and are available to help those leaving these institutions.

- Center Against Rape and Domestic Violence provides emergency shelter for survivors fleeing domestic abuse allowing them shelter while they establish safe and stable housing. They have used 2024 CDBG funds to make improvements to a new shelter house that will add 7 adult beds for women victims.
- Albany Helping Hands and Second CHANCE shelters provided shelter and transitional housing to chronically homeless residents and women with children experiencing homelessness until they can get into safe and supportive housing.
- CSC helped to prevent homelessness through emergency rental assistance, homeless prevention support, utility bill payments, and housing programs for veterans.
- Greater Albany Public School District operates FACT (Families and Community Together), which is a team of family service consultants that link schools, students, and families with available community services in Albany. FACT's goals are to enhance student education by supporting and empowering students and families to access educational, health, and community services.

B. Helping residents discharged from publicly funded institutions and systems of care: Albany's ten Oxford Houses provide affordable housing for residents being discharged from correctional facilities that have addictions. Linn County Parole and Probation, C.H.A.N.C.E., and Samaritan Albany General Hospital work closely with the Albany Police Department, Linn County Health Services, local shelters, and other agencies to secure housing placements prior to residents being discharged or are brought to shelters when permanent housing is not secured. The network of Albany area agencies coordinate support for discharged residents through the "coordinated entry/re-entry" process. Young women at Oak Creek Correctional Facility are not discharged until a permanent plan for housing or care facilities are in place.

C. Linn County Health assists residents with mental and physical disabilities and/or addictions in getting into housing and receiving the services and support they need to prevent homelessness. C.H.A.N.C.E. provides housing services to residents in recovery and with mental disabilities.

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

In program year 2024, CDBG funds supported the Community Outreach Assistance Team (COAT) that goes to camping and car camping spots in the Albany community to provide unhoused neighbors with assistance, including connecting unhoused residents with service agencies and housing services. COAT staff also provide case management for especially vulnerable unsheltered residents to help them get into housing or shelter and connected to needed services. COAT collaborates with several partner agencies

including CSC, C.H.A.N.C.E (Communities Helping Addicts Negotiate Change Effectively), Family Assistance and Resource Center, Albany Helping Hands Shelter, Jackson Street Youth Services, and Albany Police Department.

Programs not supported with CDBG funds but that provide critical services to Albany residents included:

- Community Services Consortium (CSC) provides Albany households with rapid rehousing programs. CSC uses a housing first model and coordinated entry system to work through the waiting list. Referrals come from community service agencies.
- CSC also provided supportive services to veterans and veteran families including reaching out to homeless or near homeless veterans through services, the homeless resource fair for veterans, and providing case management services focused on obtaining permanent housing solutions.
- Albany has 10 Oxford Houses and 8 other recovery houses. Houses are democratically run, self-supporting, drug-free homes for those in recovery from drug and alcohol addiction.
- Substance Abuse: Community Helping Addicts Negotiate Change Effectively (C.H.A.N.C.E.) provides recovery support services to help residents through recovery and works directly with many residents coming out of jail. The agency helps residents obtain housing, skills, resources, support, recreational activities, and guidance needed for long-term recovery, so they become healthy productive members of their families and community.
- The Homeless Engagement and Resources Team (HEART): Representatives from numerous service and government agencies work together to prevent and reduce homelessness, including the City of Albany and Samaritan Health Services.
- Adult Services Team (AST): many organizations work together to help people who are homeless or people at risk of homelessness find stable housing and otherwise stabilize their life through comprehensive community-based services. The AST often helps individuals who have been referred to them by Parole and Probation or Linn County Mental Health, along with other agencies.

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

Actions taken to address the needs of public housing

Albany has no public housing, as defined by the Department of Housing and Urban development. Linn-Benton Housing Authority (LBHA) provides affordable housing units and manages the Section 8 Housing Choice Voucher program for the two-county region, currently providing around 950 Albany households with vouchers. LBHA also owns and manages 104 units of publicly supported housing in Albany, serving low- and moderate-income seniors and persons with disabilities and is in the process of adding 30 additional units for formerly homeless and disabled Veterans.

LBHA, Linn County Health Services, and Albany Partnership for Housing have partnered to provide 11 beds of supportive housing in a group home for residents with mental or developmental disabilities.

The City consulted with the Albany Partnership for Housing regarding needs that could be addressed with CDBG funds, and they applied for 2025 PY funds.

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

LBHA works with residents participating in their Family Self Sufficiency (FSS) program and in their individual development account savings programs to help them save money to become homeowners or move into market rate housing.

Actions taken to provide assistance to troubled PHAs

The local public housing authority is not classified as a troubled PHA. Therefore, no actions have been taken to assist LBHA.

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)

During program year 2024, city staff adopted strategies from the 2023 Housing Implementation Plan to reduce barriers to affordable housing and other needed housing types. The City efforts included amendments to the Albany Development Code to allow for smaller homes on smaller lots, incentivize smaller cottages and remove barriers to cottage cluster developments, reduce setbacks for townhouses and small houses, removing the multi-dwelling unit minimum area, remove density caps in certain residential zones and add density minimums, added flexibility for ADU size, modify open space requirements for multi-dwelling unit housing, and streamline the review process for planned developments. Reducing barriers to needed housing should encourage added housing variety and potentially more units of housing production in the future. Over time, increasing the housing supply may help housing prices stabilize or at minimum rise at a slower rate.

The City also considered affordable housing incentives such as tax abatement programs, construction excise tax (CET), and a surplus land policy. The City adopted a surplus property for housing policy in PY 2024 and recently adopted a housing CET (August 2025) that will go into effect January 1, 2026 with the goal to raise local funds to support needed housing.

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

In 2024, the Albany Community Development Commission listened to agency consultations on challenges faced by low and moderate income and other vulnerable residents in Albany, including gaps in needed services, shortage of childcare, lack of affordable housing, barriers to accessing existing services and more. The CDC then solicited applications for activities addressing these needs and used the information received from agencies through both consultation and the application process to focus the City's limited funds on agencies working to address underserved needs. The city targeted resources to reduce homelessness, maintain the quality of homes owned by low-income residents, promote economic opportunities for low- and moderate-income residents through small business assistance to childcare providers, and serve extremely low-income, and vulnerable residents such as seniors and shut-ins with needed services.

The high cost of housing and land, and lack of 1-bedroom units is a substantial barrier to helping shelter residents and other people at risk for homelessness find and secure stable and affordable housing. Because of the difficulty finding affordable housing to move into, residents often stay at the shelter longer and shelters stay at capacity for long periods which hampers their ability to provide shelter for other people living on the street. For some clients, more intensive case management is needed to find suitable housing, but for others the length of their stay is primarily a result of the lack of affordable housing to move into.

Additionally, limited funds for public services presents an obstacle to meeting underserved needs. Aside from affordable housing, some of the most significant needs are activities that would use public service funds such as childcare, shelter services and case management for shelter residents, outreach and resource navigation for unsheltered homeless residents, services for other vulnerable populations such as survivors of abuse and at-risk families, and senior services. Moreover, some service needs are not easily solved by more funding, such as staffing shortages for mental health services.

PY 2024 CDBG funds provided emergency shelter and case management to unaccompanied youth with the goal of providing them with safe, permanent housing, while staying in school and gaining life skills. Additionally, Basic necessities and resource connection are provided to unsheltered residents reached through COAT's outreach efforts and case management for those who are especially vulnerable with more intensive needs. Funds also helped low-income seniors provide assistance and companionship to home-bound seniors, allowing them to stay in more affordable housing instead of moving to expensive senior or assisting living facilities.

Public Service funds also supported scholarships for childcare through the YMCA and Boys and Girls Club of Albany for low- and moderate-income families. Center Against Rape and Domestic Violence used carryover funds to provide emergency shelter and services to Albany residents leaving abusive relationships.

Prior year funding helped four in-home childcare businesses get certified and trained to add 4 jobs and 40 childcare slots that will enable low- and moderate-income families to pursue economic opportunities.

Many other programs are in place locally to provide services to special needs residents, including services for seniors, people with disabilities, and residents with addiction and mental health disorders.

The City will continue to work with public and governmental agencies to identify ways to collaborate resources and programming to identify and address underserved needs.

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

Housing Rehabilitation Program Delivery: DevNW follows lead-safe housing and radon safe housing procedures for the housing rehabilitation programs. Lead hazard information is distributed to all applicants applying for the housing rehabilitation assistance and for any projects involving painted structures built before 1978. Rehab fund recipients must sign a lead disclosure form and documentation of receipt of the Lead Safety brochure. When rehabilitation projects involve homes constructed before 1978, a lead paint inspection is conducted on surfaces that are proposed to be disturbed. (Radon is also tested at this time.) A notice of lead testing results is mailed to the resident. If lead is present, the Lead Paint Evaluation notice is mailed to residents. DevNW staff check lead certifications required by contractors. The subrecipients work with the contractors to assess the amount of disturbance, if any, and compliance with the EPA Renovate, Repair, and Painting laws in addition to HUD's federal regulations. Projects over \$5,000 require a Risk Assessment report when lead is present or presumed. It is mandatory that all contractors use lead-safe work practices and interim controls or standard treatments on all applicable painted surfaces and presumed lead-based paint hazards by a qualified contractor. Training on

Lead Based Paint requirements was provided to DevNW housing rehabilitation staff to ensure compliance is met and information is consistently provided to the homeowners they work with.

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

As the local action agency, Community Services Consortium utilizes state, federal, and other funding sources to provide a variety of anti-poverty programs to prevent homelessness including outreach and assessment of the needs of the homeless and veterans, short-term rental and utility assistance, rapid rehousing assistance and housing navigation, housing education, employment and budgeting services, and food and nutrition programs and resources.

During the 2024 program year, the city took the following actions to reduce the number of poverty-level families in Albany:

- Small Business Grants: City CDBG funds were allocated to provide small business grants. The program has faced delays and challenges recruiting. This program will support low or moderate income business owners or create LMI jobs in 2024. Grants will go to new, expanding, or struggling childcare businesses to help address the childcare gap in Albany and support economic opportunities for low income residents.
- Provide public services: In 2024, the City allocated 15 percent of its annual entitlement award in public service grants to five agencies to serve Albany's elderly residents, homeless residents, and low-income families in need of affordable childcare using CDBG funds. Carryover funds were also used to assist survivors of domestic violence. These services work to reduce poverty and promote stability in the lives of low income and vulnerable residents. Childcare allows parents to find and maintain steady employment or seek education or training for better jobs. Services for homebound seniors allows seniors to stay in more affordable housing rather than more expensive assisted living facilities. Assistance accessing services and resources as well as connecting to housing providers helps unsheltered residents begin taking steps toward greater stability. Shelter for survivors of domestic violence also allows survivors the stability needed to become financially independent from abusers and find housing and employment, if needed. The youth shelter works with youth to prepare them for adulthood, including requiring they continue their education and help seeking jobs.

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

The backbone of the institutional delivery system is the City of Albany Community Development Department, which administers the CDBG programs. The city continued to partner with many agencies through the CDBG grant programs and started new programs with new partner agencies, which helped to strengthen the institutional structure.

Conversation and coordination are ongoing with other primary institutional service providers to ensure CDBG funds are used for gaps in services and to leverage success of other programs. The CDC consulted

with Fair Housing Council of Oregon, Legal Aid Services of Oregon, Creating Housing Coalition, Linn County Alcohol and Drug Services, Oregon Cascades West Council of Governments, Community Services Consortium, Center Against Rape and Domestic Violence, and all agencies that provide services to Albany's homeless and special needs populations. Many of these agencies also participate in the Homeless Engagement and Resource Team (HEART) and Linn County Multi-Agency Coordination Group meetings. City staff corresponds with these agencies and service providers periodically to assess existing programs, performance, and help identify gaps in needs that could be supported with CDBG-funded activities and programs.

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

The City took the following actions to enhance coordination between public and private housing and social service agencies:

- The CDC consulted with service providers and shelters who work towards helping residents find and keep stable housing among helping them meet other urgent needs. The CDC meetings provided an opportunity for enhancing the existing coordination and delivery structure of the area's housing, homeless, health, and social service providers.
- Consultation with local shelters, Community Services Consortium, Linn-Benton Housing Authority, Farmworkers Housing Development Corporation, Habitat for Humanity, Albany Partnership for Housing and Community Development to discuss the needs of Albany's residents is ongoing.
- City representatives participated in the Homeless Engagement and Resource Team (HEART) meetings. HEART is comprised of various social service agencies; health, housing, and homeless advocates; and governmental agencies that work collaboratively to identify the needs of Albany's homeless and at-risk residents.
- City representatives participated in the Linn County Multi-Agency Coordination Group meetings. The MAC Group is comprised of elected officials, homeless outreach and shelter staff, emergency services, mental and behavioral healthcare providers, housing providers, and social service providers that work collaboratively to identify the needs of the homeless residents across the region and strategize on how to utilize limited state resources to address those needs.

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

- Embracing Diversity: City staff encourages the appointment of persons in protected classes to the Albany Community Development Commission and continues to reach out to agencies that work with persons of color to assess needs and identify impediments to fair housing. Staff attends monthly meetings of the Hispanic Advisory Council to foster relationships with Albany's Latinx community and assess needs that could be addressed with CDBG resources. The City is also working to improve outreach and engagement with Spanish speaking residents, immigrants, and Latino residents.

- Linguistic and Cultural Barriers: The City of Albany Community Development Department has employees fluent in Spanish so they can respond to complaints and potential fair housing violations, receive comments on community needs or CDBG plans, and assist residents and customers. The City of Albany is working on ensuring press releases and other outreach efforts related to the CDBG program are available in English and Spanish with instructions on how to receive materials in Spanish by request. The City website is available in English and Spanish.
- Outreach: Staff gathered public input through a housing discrimination survey, focus groups, and discussing housing discrimination with the HAC. This information will help inform strategies to address housing discrimination and affirmatively further fair housing. This process will continue into program year 2025.
- Education: The City of Albany partnered with Corvallis to offer two free fair housing training to property managers and landlords. This training offered by Fair Housing Council of Oregon provides education on fair housing laws, common fair housing issues or mistakes, and guidance on topics relevant to property managers.

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

While certain activities or programs are more complex and may present more risk than others, the City staff try to monitor every organization on-site at least once in a three-year cycle. This year, the city completed monitoring on two agencies and one housing rehabilitation activity. Four additional agencies were reviewed as a part of this process. Additionally, the City strengthened its internal monitoring procedures.

The City follows these monitoring steps annually:

A: Pre-Assessment: During the application process for Albany CDBG funding, subrecipients were evaluated on the capacity of the organization and the organization's ability to meet national objectives, federal regulations, and complete the project. The City provided a Subrecipient Handbook to all potential applicants to review prior to submitting requests for funding and these documents are available on the City website.

B: Subrecipient Orientation and Training: City staff met with each subrecipient agency prior to signing the contract to discuss the scope of work, federal regulations, performance measures, and review the Subrecipient Handbook. Staff reviewed all contractual obligations and applicable federal requirements and explained how to document national objectives compliance and overall administrative and financial management record keeping. Technical assistance and resources are provided throughout the year as needed.

C: Quarterly Monitoring: The City requires subrecipients to submit quarterly reports in order to monitor progress, identify issues on an ongoing basis, and offer technical assistance as needed. Quarterly reimbursement requests are encouraged so financial records can be monitored quarterly.

D: Risk Assessment for In-Depth On-Site Monitoring: The City followed the risk assessment criteria to determine which subrecipients to monitor in depth each year.

1. Desk Review Findings: Frequent or consecutive errors, incomplete reports, or resubmittals may be grounds for monitoring.
2. New Subrecipients or Organizational Change: First-time CDBG subrecipients, or subrecipients experiencing organizational change or key program staff turnover, will be considered higher risk subrecipients.
3. Performance and Administrative History: Subrecipients with previous findings or concerns are considered higher risk and will be monitored to ensure corrective actions have been fully implemented.
4. Complexity of the Activity: Housing rehabilitation programs and economic development programs have complex federal regulations, and by their nature, are the highest risk programs. When housing

rehabilitation projects include houses constructed before 1978, at least one project is monitored for lead-based paint compliance.

5. Amount of CDBG Funding: Subrecipients receiving larger allocations may present higher risk than those receiving small awards.

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

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

The city's citizen participation plan requires a minimum 15-day notice and comment period on the CAPER. An advertisement was published in the local paper, the Albany Democrat Herald, on Saturday, September 6, 2025, announcing a 15-day review and comment period of the CAPER.

The CAPER, an announcement of the public hearing, and press release were available on the City's website on September 5, 2025. The City's website content is viewable in Spanish, the most common language of minorities in Albany. Printed copies of the CAPER including the public hearing information were also distributed to both of Albany's libraries and available at City Hall.

An email was sent to CDBG interested parties on Friday, September 5, 2025, notifying them of the 2024 CAPER, the public comment period, and September 24, 2025, City Council public hearing information.

The Albany City Council **will hold** a public hearing on Wednesday, September 24, 2025, at 6:00 p.m. to hear public comments related to the 2024 Community Development Block Grant (CDBG) programs annual report, performance administering the CDBG programs, and community needs that could be addressed by CDBG programs to assist low- and moderate-income residents.

No comments were received prior to publishing the 2024 CAPER.

CR-45 - CDBG 91.520(c)

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

There were no changes to the program objectives in PY2024.

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

No.

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

Not applicable.

DRAFT

CR-58 – Section 3

Narrative

Albany did not have any Section 3 qualifying projects in PY 2024.

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

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

Table 9 – Total Labor Hours

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

Table 10 – Qualitative Efforts - Number of Activities by Program



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U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2024
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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	240,975.75
02 ENTITLEMENT GRANT	349,123.00
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	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	590,098.75

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	341,967.57
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	341,967.57
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	59,148.82
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)	401,116.39
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	188,982.36

PART III: LOW/MOD 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	341,967.57
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	341,967.57
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: 2024 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	47,694.59
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	9,118.75
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	4,453.30
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	52,360.04
32 ENTITLEMENT GRANT	349,123.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	349,123.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	15.00%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	59,148.82
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	10,651.18
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)	69,800.00
42 ENTITLEMENT GRANT	349,123.00
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)	349,123.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.99%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

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

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
2024	5	172	7040193	2024 Shelter Improvements	03C	LMC	\$18,061.33
2024	5	172	7053648	2024 Shelter Improvements	03C	LMC	\$15,857.00
					03C	Matrix Code	\$33,918.33
2022	4	150	6973779	2022/2023 Lehigh Park Equipment Replacement	03F	LMA	\$27,528.38
					03F	Matrix Code	\$27,528.38
2024	3	166	6986112	2024 Homeless Outreach and Assistance	03T	LMC	\$10,800.00
2024	3	167	6986112	2024 Youth Shelter Services	03T	LMC	\$3,591.65
2024	3	167	7016723	2024 Youth Shelter Services	03T	LMC	\$23,168.35
					03T	Matrix Code	\$37,560.00
2024	2	170	6986112	2024 Senior Companion Program	05A	LMC	\$532.70
2024	2	170	7014307	2024 Senior Companion Program	05A	LMC	\$1,127.15
2024	2	170	7016694	2024 Senior Companion Program	05A	LMC	\$2,340.15
					05A	Matrix Code	\$4,000.00
2023	2	154	6973779	2023 Youth Services- Boys and Girls Club	05L	LMC	\$4,453.34
2024	2	171	6986112	2024 Youth Services- Boys and Girls Club	05L	LMC	\$200.00
2024	2	171	7053648	2024 Youth Services- Boys and Girls Club	05L	LMC	\$1,481.25
					05L	Matrix Code	\$6,134.59
2022	2	161	6987170	2022 Housing Rehab 1640 Gale St	14A	LMH	\$17,161.00
2022	2	161	7016694	2022 Housing Rehab 1640 Gale St	14A	LMH	\$11,633.63
2023	1	157	6987170	2023 Housing Rehab Administration	14A	LMH	\$11,721.46
2023	1	157	7014311	2023 Housing Rehab Administration	14A	LMH	\$3,605.15
2023	1	163	6987170	2023 Housing Rehab 1342 Front Ave	14A	LMH	\$445.00
2023	1	163	7014311	2023 Housing Rehab 1342 Front Ave	14A	LMH	\$13,288.00
2023	1	164	7016694	2023 Housing Rehab 2709 9th Ave	14A	LMH	\$22,646.00
2023	1	164	7040193	2023 Housing Rehab 2709 9th Ave	14A	LMH	\$3,232.44
2023	1	165	6987170	2023 Housing Rehab 1845 15th Ave	14A	LMH	\$23,546.80
2023	1	165	7016694	2023 Housing Rehab 1845 15th Ave	14A	LMH	\$13,300.70
2024	1	168	6987170	2024 915 Walnut St	14A	LMH	\$6,153.00
2024	1	168	7014311	2024 915 Walnut St	14A	LMH	\$2,137.86
2024	1	168	7016694	2024 915 Walnut St	14A	LMH	\$4,412.14
2024	1	169	7014311	2024 Housing Rehab 2109 1st Ave NE	14A	LMH	\$3,521.75
2024	1	169	7016694	2024 Housing Rehab 2109 1st Ave NE	14A	LMH	\$7,574.92
2024	1	169	7040193	2024 Housing Rehab 2109 1st Ave NE	14A	LMH	\$15,215.12
2024	1	180	7016694	2024 3609 Adah Ave	14A	LMH	\$1,255.00
2024	1	180	7040193	2024 3609 Adah Ave	14A	LMH	\$9,000.00
2024	1	180	7056840	2024 3609 Adah Ave	14A	LMH	\$4,452.49
					14A	Matrix Code	\$174,302.46
2024	1	178	7016694	2024 Housing Rehab Program Delivery	14H	LMH	\$13,853.42
2024	1	178	7040193	2024 Housing Rehab Program Delivery	14H	LMH	\$3,280.10
2024	1	178	7056840	2024 Housing Rehab Program Delivery	14H	LMH	\$1,390.29
					14H	Matrix Code	\$18,523.81
2023	4	158	7053688	2023 Small Business Assistance 4	18C	LMCMC	\$10,000.00
2023	4	175	7053688	2023 Small Business Assistance 1	18C	LMCMC	\$10,000.00
2023	4	177	7053688	2023 Small Business Assistance 2	18C	LMCMC	\$10,000.00
2023	4	179	7053688	2023 Small Business Assistance 3	18C	LMCMC	\$10,000.00
					18C	Matrix Code	\$40,000.00
Total							\$341,967.57

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
2024	3	166	6986112	No	2024 Homeless Outreach and Assistance	B24MC410011	EN	03T	LMC	\$10,800.00
2024	3	167	6986112	No	2024 Youth Shelter Services	B24MC410011	EN	03T	LMC	\$3,591.65
2024	3	167	7016723	No	2024 Youth Shelter Services	B24MC410011	EN	03T	LMC	\$23,168.35
								03T	Matrix Code	\$37,560.00
2024	2	170	6986112	No	2024 Senior Companion Program	B24MC410011	EN	05A	LMC	\$532.70
2024	2	170	7014307	No	2024 Senior Companion Program	B24MC410011	EN	05A	LMC	\$1,127.15
2024	2	170	7016694	No	2024 Senior Companion Program	B24MC410011	EN	05A	LMC	\$2,340.15
								05A	Matrix Code	\$4,000.00
2023	2	154	6973779	No	2023 Youth Services- Boys and Girls Club	B23MC410011	EN	05L	LMC	\$4,453.34
2024	2	171	6986112	No	2024 Youth Services- Boys and Girls Club	B24MC410011	EN	05L	LMC	\$200.00
2024	2	171	7053648	No	2024 Youth Services- Boys and Girls Club	B24MC410011	EN	05L	LMC	\$1,481.25
								05L	Matrix Code	\$6,134.59
				No	Activity to prevent, prepare for, and respond to Coronavirus					\$47,694.59
Total										\$47,694.59

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
2024	6	174	6986067	2024 PY Administration and Planning	21A		\$36,248.05
2024	6	174	7040193	2024 PY Administration and Planning	21A		\$18,059.03
2024	6	174	7053648	2024 PY Administration and Planning	21A		\$4,841.74
					21A	Matrix Code	\$59,148.82
Total							\$59,148.82