

*City of Cheyenne*  
*Community Development Block Grant*  
*2021 Consolidated Annual Performance and*  
*Evaluation Report (CAPER)*



*September 2022*



## **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.

Fiscal Year 2021 was a productive year for the CDBG program. Through our four (4) public service activities, over 7,003 people participated in activities aimed at improving self-sufficiency. Needs, Inc. provided crisis food assistance to 954 low-income families. Needs, Inc. also provided bus passes to 46 low-income individuals. Laramie County Senior Services provided a Software Scanning System for 5,965 seniors to provide better customer service. Safehouse Services provided medical assistance to 38 victims of domestic violence.

Our Habitat for Humanity Homeowner Rehabilitation Program assisted two (2) low-income homeowners; one with the replacement of flooring in their kitchen and dining room, and one homeowner received ADA compliant steps.

The Habitat for Humanity Acquisition / Rehabilitation Program is experiencing difficulty finding a property to purchase due to a lack of affordable housing inventory in the region. One property required over \$40,000 in rehabilitation, which put the property out of Habitat for Humanity's identified affordability price. Also, any available properties are sold quickly, which doesn't allow Habitat for Humanity time to perform the environmental studies as required by federal regulations.

Laramie County Senior Services received CDBG and CDBG-CV funding for the replacement of their broken HVAC system.

Program Administration was utilized to manage the CDBG grant funding for Fiscal Year 2021.

Two (2) Fiscal Year 2020 projects were completed. Family Promise acquired a property for their Family Shelter assisting twenty-five (25) homeless families/individuals. The Senior Center received funding for upgraded window replacements, assisting 181 seniors.

CDBG-CV funding was received in the first and third allocation of Coronavirus Aid Relief and Economic Security Act (Cares Act). Applications were received from multiple non-profit agencies and the funding was provided for the Senior Center HVAC upgrade. The Senior Center assists 2,688 seniors with lunch and various activities every day.

Program Administration was utilized to manage the CDBG-CV grant funding for Fiscal Year 2021.

**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
Job Training and opportunities	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	60	0	0.00%			
Job Training and opportunities	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	3	0	0.00%			
Preserve and improve low-income neighborhoods	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4500	1345	29.89%	1120		%
Preserve and improve low-income neighborhoods	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeowner Housing Added	Household Housing Unit	0	0		1	0	0.00%

Preserve and improve low-income neighborhoods	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	2	0	0.00%	0	0	
Preserve and improve low-income neighborhoods	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	2	0	0.00%			
Preserve and improve low-income neighborhoods	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Other	Other	2	0	0.00%			
Program Administration	Program Administration	CDBG: \$ / CDBG-CV: \$	Other	Other	5	2	40.00%	1	1	100.00%
Promote self-sufficiency through service provision	Homeless Non-Homeless Special Needs	CDBG: \$ / CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	8513	85.13%	3627	7003	193.08%
Promote self-sufficiency through service provision	Homeless Non-Homeless Special Needs	CDBG: \$ / CDBG-CV: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	20	0	0.00%			

Promote self-sufficiency through service provision	Homeless Non-Homeless Special Needs	CDBG: \$ / CDBG-CV: \$	Homelessness Prevention	Persons Assisted	50	0	0.00%			
Provide safe, decent affordable housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	35	2	5.71%	12	2	16.67%
Provide safe, decent affordable housing	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	2	0	0.00%			
Public Facilities Assistance	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2000	2869	143.45%	3000	2869	95.63%
Public Facilities Assistance	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	100	25	25.00%			
Public Facilities Assistance	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Homeless Person Overnight Shelter	Persons Assisted	500	510	102.00%			

Public Facilities Assistance	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / CDBG- CV: \$	Other	Other	45	0	0.00%			
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**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.**

The City of Cheyenne used CDBG funds to address Cheyenne's high priority needs identified in the above goals. All of the Fiscal Year 2021 activities align with the goals and objectives outlined in the 2020 Comprehensive Consolidated Plan. The City works very hard to use the funds as effectively and efficiently as possible.

The identified CDBG-CV projects also align with the goals and objectives outlined in the 2020 Comprehensive Consolidated Plan.

The goal:

Program Administration - managed the CDBG and CDBG-CV grants

Promote Self-Sufficiency Through Service Provision – assisted Needs, Safehouse Services and Senior Services with public service assistance

Public Facilities Assistance - assisted Senior Services Center with rehabilitation and assisted Family Promise with the acquisition of a homeless family selter

Preserve and Improve Low-Income Neighborhoods - Provide safe, decent affordable housing – assisted Habitat for Humanity with homeowner housing rehabilitation

## 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
White	6,528
Black or African American	216
Asian	120
American Indian or American Native	141
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>7,005</b>
Hispanic	618
Not Hispanic	6,387

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

### Narrative

In 2021, CDBG assisted 7,005 individuals/families. Of those assisted, approximately ninety-two percent (6,492) identified themselves as White, three percent (216) as Black or African American, two percent (120) as Asian, two percent (141) as American Indian or American Native, one percent (36) as other/multi-race. Nine percent (618) identified as Hispanic.

NOTE: The above table does not identify other/multi-race so these were placed under white.

Three hundred one (301) individuals/families were new to the services provided. Six thousand two hundred seventeen (6,217) individuals were elderly. Seven (7) individuals had an identified disability.

Of the above households assisted, six thousand five hundred thirty-seven (6,537) individuals/families earned less than 30% of the area median income (AMI), one hundred thirty-three (133) individuals/families earned between 30% and 50% of the AMI, three hundred twenty-one (321) individuals/families earned between 50% and 80% of the AMI, and fifteen (15) individuals/families were above 80% of the AMI.



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

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,012,929	405,608
Other	public - federal	465,904	144,858

**Table 3 - Resources Made Available**

### Narrative

The Fiscal Year 2021 Entitlement Grant Allocation was \$485,401. There was \$509,001.66 unexpended from the previous year. There was \$11,331.04 in program income and \$7,195 returned to the line-of-credit. The total amount expended between July 1, 2021 and June 30, 2022 was \$405,608.05.

The Fiscal Year 2020 CDBG-CV Grant Allocation was \$465,904. The total amount expended between July 1, 2021 and June 30, 2022 was \$144,857.79.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Cheyenne	100	100	

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

### Narrative

All of the funding was utilized within the City of Cheyenne.

Family Promise is located in Census Tract 2, Block 3 which is 50.25% LMI.

Habitat for Humanity's main office is located in Census Tract 7, Block 3 which is 34.66% LMI. Their clients are scattered throughout Cheyenne.

Needs, Inc.'s main office is located in Census Tract 2, Block 2 which is 62.05% low-moderate-income (LMI). Their clients are scattered throughout Cheyenne.

Laramie County Senior Services Program's main office is located in Census Tract 7, Block 1 which is 65.75% LMI. The seniors are scattered throughout Cheyenne.

Safehouse Services's main office is located in Census Tract 3, Block Group 2 which is 37.38% LMI. Their clients are homeless victims of domestic violence.

Program Administration's main office is located in Census Tract 7, Block 1 which is 65.75% LMI.

## **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.**

Cheyenne's CDBG allocation complements a number of other federal resources, as well as state and local resources.

Needs, Inc. leveraged the \$30,000 of CDBG funding for Food Assistance with additional funds from the Food Bank of the Rockies \$65,000 and Community Donations/Fundraiser \$10,000.

Laramie County Senior Services Program leveraged the \$42,484 of CDBG funding for the money saving improvements project for new windows and indoor/outdoor LED lighting. Additional funds received were from Cheyenne Housing Authority \$2,759.10.

## 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	0
Number of Non-Homeless households to be provided affordable housing units	13	2
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>13</b>	<b>2</b>

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	12	2
Number of households supported through Acquisition of Existing Units	1	0
<b>Total</b>	<b>13</b>	<b>2</b>

Table 6 – Number of Households Supported

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

In Fiscal Year 2021 two applications were received for the Affordable Housing goal.

Habitat for Humanity (HFH) received \$100,000 in Fiscal Year 2021 to purchase and rehabilitate one home for a low-income family. HFH also received funding in Fiscal Year 2020 and has been looking for a property to purchase. One property was located in the county and was not eligible, one property required extensive rehabilitation which put it out of the affordability market. Currently the housing market in Cheyenne is a seller's market. When a property goes on sale, it is quickly sold.

Habitat for Humanity also received \$20,000 in Fiscal Year 2021 to provide homeowner rehabilitation. Two low-income homeowners received rehabilitation assistance for their homes. Funding is still available and will be utilized for additional assistance in Fiscal Year 2022. HFH had anticipated assisting twelve (12) homeowners but they did not receive the anticipated number of applicants. Some of the applications received were located in the county which made them ineligible for this funding.

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

Housing rehabilitation will continue to be a priority for Cheyenne. Maintaining the current housing stock is essential. Unfortunately, finding contractors who are in sam.gov is difficult. HFH has offered to assist local contractors in registering for sam.gov.

In Fiscal Year 2020 and 2021, HFH received funding to purchase homes for rehabilitation and putting them back on the market for low-income families. They will continue to pursue this activity.

**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	HOME Actual
Extremely Low-income	1	0
Low-income	0	0
Moderate-income	1	0
<b>Total</b>	<b>2</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

One extremely low-income and one moderate-income homeowner households received assistance with housing rehabilitation.

One received new flooring in their kitchen and dining room to replace old flooring that created a tripping hazard for the owners.

One received ADA compliant front stairs because the old stairs were too steep and were a hazard for the owners.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City of Cheyenne is a member agency of the Wyoming Homeless Collaborative (WHC), which is the State of Wyoming's Continuum of Care (CoC) for homeless services. The WHC membership consists of service providers, shelter employees, state government administrators, Veterans Administration employees, and advocates for the homeless. WHC administers the CoC Grant and Emergency Solutions Grant (ESG) for the State of Wyoming. WHC is also responsible for the annual Homeless Point-In-Time (PIT) count. The 2020 membership meeting was canceled due to COVID-19 and this year's meeting was offered for in person and virtual attendance.

Due to COVID-19, the PIT count for January 2020 was 406 (statewide) for sheltered count only. The 2020 PIT count did not include unsheltered. The 2021 PIT count was 158 (statewide) for sheltered count only.

COMECA utilized CDBG-CV funding in Fiscal Year 2021 to install a more secure front door with a security system to ensure that the homeless individuals in the shelter were safe and secure.

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

COMECA is an emergency shelter for men and women. The emergency dorm offers up to 5-days stay and provides the basic services. New residents meet with a case manager where they learn about the Journey Program. The Journey Program has three groups that depend on the time a person has spent in the program. The Pre-Journey Program is open to men and women who need special assistance in preparing to enter the work force. The Journey 1 program is available to anyone staying at the shelter who has shown a strong desire to escape homelessness. Journey 2 is for those who have found a job and are working towards becoming independent. The Pay-to-Stay Program is designed to be the next step for those who complete the Journey Program by maintaining employment and meeting their goals. The residents pay for a semi-private living cubicle. The Transitional Living Program (TLP) serves those with circumstances that make independent living exceptionally difficult, including people struggling with mental/physical disabilities, substance use, those recently released from prison, and any others who struggle with self-sufficiency. TLP Residents pay a percentage of their monthly income to rent a studio apartment. COVID-19 has affected COMECA's services, but they are working to secure their building to make it safer for all of their clients.

COMECA just acquired the motel next door to their current shelter, using city and county SLFRF funds, which will be used as a low barrier shelter. The property consists of 25 units, an office, and a separate manager's apartment with a basement.

COMEA received CDBG-CV funding to install an electronic security door and video intercom system to help with controlling the spread of COVID-19.

Family Promise of Cheyenne is a family only shelter in Laramie County and assists homeless families with minor children. Family Promise received CDBG funding to help with the acquisition of an Envision Center and Family Shelter.

Unaccompanied Student Initiative (USI) works with youth experiencing homelessness while not in the physical custody of a parent or guardian. USI has a twin-home for homeless students attending high school.

**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**

COMEA and The Salvation Army are two local agencies that provide homeless prevention programs that assist with rent and utility costs.

COVID-19 has expanded our capacity to provide homeless prevention assistance in Cheyenne. The United Way, Wyoming Community Development Authority and the Wyoming Department of Family Services all received CARES Act funding for homeless prevention services.

Family Promise received CDBG-CV funding to provide homeless prevention (rent and utilities) and for housing homeless families in hotels. Unfortunately, there was a change in management and they were unable to utilize this funding.

**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**

COMEA purchased the building next door to their current shelter with city and county American Rescue Plan SLFRF funds for low barrier housing. The Journey Center program houses four homeless families.

The Unaccompanied Student Initiative (USI) started as an action team for Laramie County Community Partnership. USI provides safe, stable housing in the form of a twin-home for unaccompanied youth, ages 16-20. They have developed a support system for high-school students experiencing homelessness while they finish school.

Family Promise provides assistance to homeless families. They provide counseling services for their families to assist them in becoming self-sufficient.

The Cheyenne Housing Authority manages the HUD-Veterans Affairs Supportive Housing (HUD-VASH) program which consists of 1,938 Housing Choice Vouchers.

Community Action of Laramie County works with the local Veterans Administration to house up to eight homeless veterans.



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

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

Due to economic challenges related to the COVID-19 pandemic and shortage of affordable housing, the demand for public housing has grown; the Cheyenne Housing Authority (CHA) currently has 1,617 households on its waiting list for 266 public housing units in Cheyenne and 75 in Laramie. CHA maximizes the use of its public housing units by preparing a vacated unit for occupancy and leasing that unit to a new tenant within an average of 25 days.

CHA effectively maintains the units and a healthy living environment for tenants through prompt response to resident calls for maintenance services, prioritized expenditure of Capital Funds, and with enforcement of HUD's smoke-free requirement. To help address the demand for affordable housing (including public housing), among other activities CHA continues to administer the housing choice voucher program including approximately 1,000 vouchers in Cheyenne, the Veterans Affairs Supportive Housing program in Cheyenne and other Wyoming cities, HUD's multifamily housing program, and sponsors the nonprofit Wyoming Housing Partnership and its 108 housing units.

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

The best method CHA has found to encourage public housing residents' involvement in management is to encourage residents to create and maintain a Resident Council at each of its multifamily public housing properties. The Resident Councils, through meeting minutes and direct communication with staff, provide CHA with resident's perspective on CHA public housing policies and property.

Participation in home ownership is a greater challenge, as most public housing residents are not income qualified for home ownership. Homeownership inquiries are directed to CHA's Welcome Home Wyoming down payment assistance program, the Wyoming Community Development Authority, local lenders, and other nonprofit or private agencies that can support the pursuit of homeownership opportunities.

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

The Cheyenne Housing Authority is not 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)**

The City Planning and Development Department has recently made several changes to the Unified Code to remove barriers to affordable housing. Two new zone districts have been established: Urban Use (UU) Overlay district and Support Services (SS) Zone District that have removed parking minimums to allow for more density and developable space on properties. Also, the lot coverage allowance has been increased for multifamily development to increase lot coverage to 80% where it previously ranged from 60-75%.

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

Despite efforts, there continues to be underserved needs and obstacles in our community. There are many causes for this including COVID-19, uncertain economic times, and budget cuts. Obstacles involve the high rise in the cost of goods and materials, gas, the diminishing availability of affordable housing, the scarcity of jobs that pay a living wage, high rents, unemployment, and more people requiring assistance.

Cheyenne addresses these obstacles by supporting programs like Needs, Inc. who provides food, clothing, and household items for free to low-income individuals; the CARES Act funding provides homeless prevention assistance; several agencies provide self-sufficiency tools to help families and individuals recover from economic, medical and other setbacks; Dads Make a Difference and Climb Wyoming provide job training; My Front Door serves low to moderate-income families with children, providing financial literacy, wrap around services and homeowner preparedness training. Habitat for Humanity ReStore provides new and used items for the home.

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

Cheyenne continues to evaluate lead hazards and includes lead mitigation and reduction efforts into existing housing programs. Cheyenne also continues to provide lead testing for non-profit agencies that perform housing rehabilitation. Lead testing is also done if a non-profit acquires a building or performs rehabilitation on an existing building.

The H&CD Office provided Lead Paint Inspector and Risk Assessor training and a lead machine for a nonprofit employee who is now trained to perform lead testing.

Lead paint information booklets are available in English and Spanish and are provided to all agencies when applicable.

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

The City of Cheyenne continues to implement strategies to reduce the number of families and individuals living in poverty. Focus is primarily on supporting programs that raise household incomes and stabilize family situations. Actions include providing rehabilitation to low-income housing and supportive service programs.

The City works closely with non-profit agencies to maximize the impact of targeted programs on poverty. The targeted programs include transportation, food, homeless prevention, and job training.

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

The City of Cheyenne Housing & Community Development (H&CD) office manages the Community Development Block Grant (CDBG) funding and the CDBG-CV funding. The Program Manager works with the Laramie County Community Partnership (LCCP) which consists of nearly 65 partners, comprised of human service organizations, private-sector individuals, faith-based groups, funders, and local and state government representatives. The H&CD Office is also a member of NAHRO and Wyoming Homeless Collaborative.

During Fiscal Year 2021, the Program Manager attended meetings with LCCP and the Housing Action Team, as well as one WHC meeting. Meetings were also held with city staff.

Due to COVID-19, most of the meetings were attended via video. All public hearings and meetings were held in person and on ZOOM.

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

Cooperation among non-profit agencies serving Cheyenne's residents is necessary to meet the housing and supportive needs of the community. Cheyenne supports applications for funding by various agencies when funds will be used for programs that address community needs and meet the identified goals and objectives listed in the Comprehensive Consolidated Plan.

The Cheyenne staff serves on various non-profit boards and committees, thereby strengthening communication and coordination of services. Cheyenne will continue to foster these relationships and seek ways to expand partnerships in the coming years.

The local non-profits are working on a shared database that will allow all affiliated agencies to access client data. This will allow clients the ability to provide their personal information to one agency instead of providing it to each agencies where they receive assistance. This will also allow the agencies to know where the clients have received assistance and to collaborate for additional assistance if needed.

**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 City of Cheyenne is committed to affirmatively furthering fair housing within the community. The CDBG program provides a fair housing platform by supporting organizations and programs that promote accessible housing and infrastructure for people with disabilities, affordable housing through rehabilitation, and self-sufficiency programs. These programs assist residents with basic needs, provide resources to access services, housing and obtain knowledge.

The City of Cheyenne Analysis of Impediments (AI) was updated in 2020. Attached is a copy of the AI along with the survey that was distributed during the AI process.

Identified impediments were:

- 1.Lack of a Fair Housing Office
- 2.When it occurs, housing discrimination is an impediment
- 3.Limited supply of affordable housing
- 4.Other impediments: lack of education and job skills; inadequate income; credit and foreclosure history; transportation; lack of adequate funding levels

A local agency inquired about the requirements for opening a Fair Housing Office. Information was provided and hopefully they will follow up with the next application cycle.

Local non-profit agencies organized an Affordable Housing Awareness Week and each day highlighted a different affordable housing activity. The H&CD Program Manager served on a funding panel during the Affordable Housing Awareness Week in Cheyenne. During the panel, CDBG and CDBG-CV was explained, and questions were answered. Fair Housing was also discussed, and Fair Housing handouts were made available to all attendees.

Fair Housing handouts were provided to Family Promise for a homeless activity.

Resolution 6131 was approved by Cheyenne City Council to establish the Affordable Housing Task Force. The Mayor has appointed the members required by the resolution to evaluate the current and projected market including affordability, analyze housing related policy and make recommendations for best practice and innovation.

Resolution 6266 approved by Cheyenne City Council identified racially restrictive real estate covenants in Cheyenne. Racially restrictive real estate covenants were ruled unenforceable. This resolution fosters and promotes action to remove unenforceable property covenants.

## **CR-40 - Monitoring 91.220 and 91.230**

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

The City of Cheyenne is committed to taking all appropriate steps, as outlined by HUD, to ensure compliance with applicable laws, procedures, and eligibility requirements. All CDBG funds are disbursed by the City's Finance Department. Each month expenses are drawn down utilizing IDIS, as well as to report program performance.

Cheyenne's CDBG Program Manager regularly monitors all CDBG projects and sub-recipients for regulatory compliance. Formal monitoring of projects occurs annually along with periodic site monitoring and visits. Formal monitoring includes review of all projects, labor standards monitoring, and verifying national objective compliance. Monitoring includes discussions via phone, e-mail, and in person.

The H&CD Advisory Council performed a site visit at Safehouse Services in July 2022 and at the Senior Center in August 2022.

If funding is not expended within one-year, the sub-recipients may request an extension. If no extension is requested, the funding is recaptured and made available to applicants the following year.

## **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 Consolidated Annual Performance and Evaluation Report (CAPER) will be made available for public review and comment from September 12 - 28, 2022. A notice was published in the local paper and online on the City's website. The notice was also sent to over 1,600 connections on LinkedIn, over 464 friends on Facebook, over 218 followers on the H&CD Facebook Page and over 120 agencies/residents via e-mail. A draft of the report was available on the City's website and at the City Clerk's Office, Cheyenne Housing Authority and Laramie County Library.

An in person/Zoom Public Hearing will be held on September 21, 2022, at 10:30 a.m. at 2101 O'Neil Avenue, Room 104.

The CAPER notice was provided to the following non-inclusive agencies with a request to pass on to their special needs clients. Needs, Inc. (low-income); The Salvation Army (low-income); COMEA (homeless); Family Promise (homeless); Wyoming Independent Living (seniors, mobility impaired); Volunteers of America (formerly Peak Wellness) (mental issues); Senior Center (seniors); Wyoming

Department of Health, Office of Health Equity (LEP); Laramie County Community Partnership (65 partner agencies).

Any comments received will be reported here. No written comments were received.

### **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 has been no change to Cheyenne's program objectives during Fiscal Year 2021. Changes will occur as a result of COVID-19 during the next five-years, but any funded activity/project will continue to meet identified goals.

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

No

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

## CR-58 – Section 3

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

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	2	0	0	0	0
Total Labor Hours	513				
Total Section 3 Worker Hours	417				
Total Targeted Section 3 Worker Hours	417				

**Table 8 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</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.					
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**Table 9 – Qualitative Efforts - Number of Activities by Program**

## Narrative



## Attachment



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2021  
CHEYENNE , WY

DATE: 08-19-22  
TIME: 16:13  
PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	509,001.66
02 ENTITLEMENT GRANT	485,401.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	11,331.04
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	3,728.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	3,467.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,012,928.70

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	314,654.76
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	314,654.76
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	90,953.29
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)	405,608.05
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	607,320.65

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	310,983.25
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	310,983.25
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	98.83%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

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

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	51,556.25
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	51,556.25
32 ENTITLEMENT GRANT	485,401.00
33 PRIOR YEAR PROGRAM INCOME	3,478.37
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	488,879.37
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	10.55%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	90,953.29
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 + LINE 40)	90,953.29
42 ENTITLEMENT GRANT	485,401.00
43 CURRENT YEAR PROGRAM INCOME	11,331.04
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	496,732.04
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	18.31%



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2021  
CHEYENNE , WY

DATE: 08-19-22  
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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

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

Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	6	430	6607016	Family Promise - Envision Center - Family Shelter	01	LMC	\$237,267.00
					01	Matrix Code	\$237,267.00
2020	8	432	6595201	Senior Center Money Saving Project	03A	LMC	\$22,160.00
					03A	Matrix Code	\$22,160.00
2021	2	440	6670027	Senior Svs - PS	05A	LMC	\$7,965.00
					05A	Matrix Code	\$7,965.00
2021	3	441	6595201	Needs Bus Passes	05E	LMC	\$3,000.00
2021	3	441	6630244	Needs Bus Passes	05E	LMC	\$3,000.00
					05E	Matrix Code	\$6,000.00
2021	6	443	6630244	Safehouse	05G	LMC	\$1,720.80
2021	6	443	6670027	Safehouse	05G	LMC	\$6,279.20
					05G	Matrix Code	\$8,000.00
2021	4	442	6572974	Needs Food Assistance	05W	LMC	\$198.74
2021	4	442	6583701	Needs Food Assistance	05W	LMC	\$1,200.30
2021	4	442	6595201	Needs Food Assistance	05W	LMC	\$184.48
2021	4	442	6607016	Needs Food Assistance	05W	LMC	\$334.45
2021	4	442	6630244	Needs Food Assistance	05W	LMC	\$1,865.77
2021	4	442	6643556	Needs Food Assistance	05W	LMC	\$19,127.63
2021	4	442	6670027	Needs Food Assistance	05W	LMC	\$6,679.88
					05W	Matrix Code	\$29,591.25
Total							\$310,983.25

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
2021	2	440	6670027	No	Senior Svs - PS	B21MC560002	EN	05A	LMC	\$7,965.00
								05A	Matrix Code	\$7,965.00
2021	3	441	6595201	No	Needs Bus Passes	B21MC560002	EN	05E	LMC	\$3,000.00
2021	3	441	6630244	No	Needs Bus Passes	B21MC560002	EN	05E	LMC	\$3,000.00
								05E	Matrix Code	\$6,000.00
2021	6	443	6630244	No	Safehouse	B21MC560002	EN	05G	LMC	\$168.17
2021	6	443	6630244	No	Safehouse	B21MC560002	PI	05G	LMC	\$1,552.63
2021	6	443	6670027	No	Safehouse	B21MC560002	EN	05G	LMC	\$6,279.20
								05G	Matrix Code	\$8,000.00
2021	4	442	6572974	No	Needs Food Assistance	B21MC560002	EN	05W	LMC	\$198.74
2021	4	442	6583701	No	Needs Food Assistance	B21MC560002	EN	05W	LMC	\$1,200.30
2021	4	442	6595201	No	Needs Food Assistance	B21MC560002	EN	05W	LMC	\$184.48
2021	4	442	6607016	No	Needs Food Assistance	B21MC560002	EN	05W	LMC	\$334.45
2021	4	442	6630244	No	Needs Food Assistance	B21MC560002	PI	05W	LMC	\$1,865.77
2021	4	442	6643556	No	Needs Food Assistance	B21MC560002	EN	05W	LMC	\$19,127.63
2021	4	442	6670027	No	Needs Food Assistance	B21MC560002	EN	05W	LMC	\$6,679.88
								05W	Matrix Code	\$29,591.25
				No	Activity to prevent, prepare for, and respond to Coronavirus					\$51,556.25
Total										\$51,556.25

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
1994	2	2	6589333	CDBG COMMITTED FUNDS ADJUSTMENT	21A		(\$3,467.00)
1994	2	2	6593726	CDBG COMMITTED FUNDS ADJUSTMENT	21A		(\$261.00)
2021	9	439	6532237	Program Administration	21A		\$6,455.67
2021	9	439	6539472	Program Administration	21A		\$12,712.15
2021	9	439	6552128	Program Administration	21A		\$7,063.00
2021	9	439	6566076	Program Administration	21A		\$6,547.38
2021	9	439	6572974	Program Administration	21A		\$6,383.42



Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2021	9	439	6583701	Program Administration	21A		\$6,820.60
2021	9	439	6595201	Program Administration	21A		\$7,336.48
2021	9	439	6607016	Program Administration	21A		\$12,145.27
2021	9	439	6617226	Program Administration	21A		\$6,761.33
2021	9	439	6630244	Program Administration	21A		\$7,912.64
2021	9	439	6643556	Program Administration	21A		\$7,749.43
2021	9	439	6670027	Program Administration	21A		\$6,793.92
Total					21A	Matrix Code	\$90,953.29

# PR 26 CDBG-CV

	Office of Community Planning and Development	DATE:	08-22-22
	U.S. Department of Housing and Urban Development	TIME:	13:29
	Integrated Disbursement and Information System	PAGE:	1
	PR26 - CDBG-CV Financial Summary Report		
	CHEYENNE, WY		

PART I: SUMMARY OF CDBG-CV RESOURCES	
01 CDBG-CV GRANT	465,904.00
02 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
04 TOTAL AVAILABLE (SUM, LINES 01-03)	465,904.00
PART II: SUMMARY OF CDBG-CV EXPENDITURES	
05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	125,938.72
06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	18,919.07
07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
08 TOTAL EXPENDITURES (SUM, LINES 05 - 07)	144,857.79
09 UNEXPENDED BALANCE (LINE 04 - LINE8 )	321,046.21
PART III: LOWMOD BENEFIT FOR THE CDBG-CV GRANT	
10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	125,938.72
13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12)	125,938.72
14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05)	125,938.72
15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14)	100.00%
PART IV: PUBLIC SERVICE (PS) CALCULATIONS	
16 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
17 CDBG-CV GRANT	465,904.00
18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17)	0.00%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	18,919.07
20 CDBG-CV GRANT	465,904.00
21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20)	4.06%



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG-CV Financial Summary Report  
CHEYENNE, WY

DATE: 08-22-22  
TIME: 13:29  
PAGE: 2

LINE 10 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 10

Report returned no data.

LINE 11 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 11

Report returned no data.

LINE 12 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 12

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	14	437	6488411	CV - Comea safety security measures	03C	LMC	\$1,775.00
			6583701	CV - Comea safety security measures	03C	LMC	\$7,600.00
	15	446	6670027	Senior Svs HVAC	03A	LMC	\$116,563.72
Total							\$125,938.72

LINE 16 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 16

Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	16	438	6503684	CV - Program Administration	21A		\$242.30
			6528226	CV - Program Administration	21A		\$9,183.69
			6531276	CV - Program Administration	21A		\$147.82
			6532237	CV - Program Administration	21A		\$797.03
			6539472	CV - Program Administration	21A		\$1,349.99
			6552128	CV - Program Administration	21A		\$758.50
			6566076	CV - Program Administration	21A		\$684.35
			6572974	CV - Program Administration	21A		\$688.18
			6583701	CV - Program Administration	21A		\$688.91
			6595201	CV - Program Administration	21A		\$730.99
			6607016	CV - Program Administration	21A		\$727.17
			6617226	CV - Program Administration	21A		\$730.45
			6630244	CV - Program Administration	21A		\$731.45
			6643556	CV - Program Administration	21A		\$731.49
			6670027	CV - Program Administration	21A		\$726.75
Total							\$18,919.07

**PUBLIC NOTICE  
CITY OF CHEYENNE  
CONSOLIDATED PERFORMANCE AND EVALUATION REPORT (CAPER) FOR 2021  
15-DAY REVIEW PERIOD**

The City of Cheyenne Housing and Community Development (H&CD) Office is hereby giving notice that a draft of the Consolidated Performance and Evaluation Report (CAPER) for 2021 is available for a 15-day review period starting September 12, 2022.

The CAPER is an annual report that addresses the actions undertaken by the City of Cheyenne Housing and Community Development Office. The report evaluates goals and objectives as described in the Fiscal Year 2021 Annual Action Plan which was submitted to HUD May 2021.

A Virtual Public Hearing will be held on  
Friday, September 21, 2022, 10:30 a.m.  
Or in person at  
2101 O'Neil Avenue, Room 104.

Or the Draft CAPER can be viewed at the following locations:

1. Cheyenne H&CD Office, 2101 O'Neil Avenue, Room 309.
2. City of Cheyenne - City Clerk's Office, 2101 O'Neil Avenue, Room 101.
3. Laramie County Library, 2200 Pioneer Avenue.
4. Cheyenne Housing Authority, 3304 Sheridan
5. City of Cheyenne's website - [www.cheyennecity.org](http://www.cheyennecity.org)

Residents of the City of Cheyenne are encouraged to review and present comments on the CAPER. Written comments may be sent to: Housing & Community Development Office, 2101 O'Neil Avenue, Room 309, Cheyenne WY 82001, or emailed to: [dwidauf@cheyennecity.org](mailto:dwidauf@cheyennecity.org) no later than September 28, 2022.

All locations mentioned above are accessible to persons with mobility impairments. Please notify the H&CD Office, 637-6255 or [dwidauf@cheyennecity.org](mailto:dwidauf@cheyennecity.org) if special accommodations (equipment or interpreting service for Limited English Proficiency) are needed or Wyoming Relay Service at 711 or 1-800-877-9975 during regular business hours to discuss the provision of TDD/TTY communication.

**AVISO PÚBLICO**  
**CIUDAD DE CHEYENNE**  
**INFORME CONSOLIDADO DE RENDIMIENTO Y EVALUACIÓN (CAPER) PARA 2021**  
**PERÍODO DE REVISIÓN DE 15 DÍAS**

La Oficina de Vivienda y Desarrollo Comunitario (H&CD) de la Ciudad de Cheyenne notifica que un borrador del Informe Consolidado de Desempeño y Evaluación (CAPER) para 2021 está disponible para un período de revisión de 15 días a partir del 12 de septiembre de 2022.

El CAPER es un informe anual que aborda las acciones emprendidas por la Oficina de Vivienda y Desarrollo Comunitario de la Ciudad de Cheyenne. El informe evalúa las metas y objetivos como se describe en el Plan de Acción Anual del Año Fiscal 2021 que se presentó al HUD en mayo de 2021.

Se llevará a cabo una Audiencia Pública Virtual el  
Viernes 21 de septiembre de 2022, 10:30 a.m.

O en persona en  
2101 O'Neil Avenue, Sala 104.

O el borrador de CAPER se puede ver en las siguientes ubicaciones:

1. Cheyenne H&CD Office, 2101 O'Neil Avenue, Sala 309.
2. City of Cheyenne - Oficina del Secretario de la Ciudad, 2101 O'Neil Avenue, Sala 101.
3. Biblioteca del Condado de Laramie, 2200 Pioneer Avenue.
4. Cheyenne Housing Authority, 3304 Sheridan
5. Sitio web de la ciudad de Cheyenne - [www.cheyennecity.org](http://www.cheyennecity.org)

Se alienta a los residentes de la ciudad de Cheyenne a revisar y presentar comentarios sobre el CAPER. Los comentarios por escrito pueden enviarse a: Oficina de Vivienda y Desarrollo Comunitario, 2101 O'Neil Avenue, Room 309, Cheyenne WY 82001, o por correo electrónico a: [dwidauf@cheyennecity.org](mailto:dwidauf@cheyennecity.org) a más tardar el 28 de septiembre de 2022.

Todos los lugares mencionados anteriormente son accesibles para personas con discapacidades de movilidad. Please notifique a la Oficina de H&CD, 637-6255 o [dwidauf@cheyennecity.org](mailto:dwidauf@cheyennecity.org) si se necesitan adaptaciones especiales (equipo o servicio de interpretación para el dominio limitado del inglés) o al Servicio de Retransmisión de Wyoming al 711 o al 1-800-877-9975 durante el horario comercial regular para discutir la provisión de comunicación TDD / TTY.



From:  
Wyoming Tribune Eagle  
702 W. Lincolnway  
Cheyenne, WY 82001

**Affidavit of Publication**

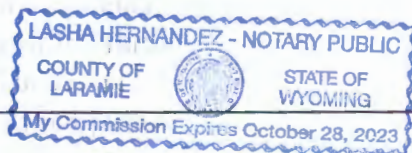
Description of advertisement:  
(CAPER) FOR 2021  
Published: 09/10/22  
AD# 280761

THE STATE OF WYOMING ) ss.  
County of Laramie )

I, *Della Raper*, do  
solemnly swear that I am the Publisher's Agent  
of the **Wyoming Tribune Eagle**, a newspaper of  
general circulation published in the **County of  
Laramie, State of Wyoming**; that the notice, of  
which the attached is a true copy, was published in  
said newspaper for 1 publications, the first having  
been made on 09/10/2022, and the last publication  
having been made on 09/10/2022; that said notice  
was published in the regular and entire issue of said  
newspaper during the period and times of publica-  
tion aforesaid and that the notice was published in  
the newspaper proper, and not in a supplement.

Publication fees: \$114.80

Subscribed and sworn to before me  
on this date: *09-14-22*



*Lasha Hernandez*  
Notary Public

**PUBLIC NOTICE  
CITY OF CHEYENNE  
CONSOLIDATED  
PERFORMANCE AND  
EVALUATION REPORT  
(CAPER) FOR 2021  
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accommodations (equipment or  
interpreting service for Limited  
English Proficiency) are needed  
or Wyoming Relay Service at 711  
or 1-800-877-9975 during regular  
business hours to discuss the pro-  
vision of TDD/TTY communication.  
September 10, 2022  
NO. 280761

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NO. 280761

# CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)



City of Cheyenne  
Housing & Community Development  
FY 2021 CDBG

FY 2021 CAPER



# FUNDING RECEIVED IN FY 2021

CDBG Funding Received was  
\$485,401

# 2021 CDBG Goals and Outcomes

<b>Needs, Inc.</b>	Assisted ___ low-income families with crisis food assistance and ___ low-income individuals with free bus passes
<b>Safehouse Services</b>	Assisted ___ low-income victims with medical assistance
<b>Senior Services Center</b>	Installed a software scanning system for ___ seniors
<b>Habitat for Humanity</b>	Assisted two low-income homeowners with housing rehabilitation
<b>Senior Services Center</b>	Started the upgrade of a new HVAC system
➡	One General Service project was cancelled
➡	Three General Service projects were not completed in FY 2021







+

• Before

○



After

SENIOR  
SERVICES+  
CENTER • ○

REPLACE  
HVAC UNIT  
(STILL WORKING ON  
PROJECT)

SEPTEMBER 21, 2022


FY 2021 CAPER

# HABITAT FOR HUMANITY

Homeowner Housing  
Rehabilitation



# Five Year Comprehensive Consolidated Plan Goals



## Preserve and Improve Low-Income Neighborhoods:

- 1) Assist 4,500 persons with infrastructure activities
- 2) Purchase and rehabilitate 2 housing units
- 3) Demolish 2 buildings
- 4) Other 2

## Provide Safe, Decent, Affordable Housing:

- 1) Assist 35 households with homeowner housing rehabilitation
- 2) Provide First-Time Homebuyer Assistance for 2 low-income families



# Five Year Comprehensive Consolidated Plan Goals cont.

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FY 2021 CAPER



- Promote Self-Sufficiency Through Service Provision:
  - 1) Assist 10,000 persons with public service activities other than housing
  - 2) Assist 20 households with public service housing activities
  - 3) Assist 50 persons with homelessness prevention
- Job Training and Opportunities:
  - 1) Assist 60 persons with job training
  - 2) Create/retain 3 jobs

# Five Year Comprehensive Consolidated Plan Goals

cont.

- Public Facilities Assistance:
  - 1) Assist 2,000 persons with non-housing public facility benefit
  - 2) Assist 100 households with housing public facility benefit
  - 3) Assist 500 persons with homeless overnight shelter
  - 4) Assist 45 , other



## Preserve and Improve Low-Income Neighborhoods:

Goal: Assist 4,500 persons with  
infrastructure activities

1) Assisted 1,345 persons



# Provide Safe, Decent, Affordable Housing:

Goal: Assist 35 households  
with homeowner housing  
rehabilitation

Assisted 2 households





# Promote Self-Sufficiency Through Service Provision:

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Goal: Assist 10,000  
persons with public  
service activities other  
than housing

Assisted 8,513  
persons

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# •Public Facilities Assistance:

Goal: Assist 2,000 persons with non-housing public facility benefit

Assisted 2,869 persons

Goal: Assist 100 households with housing public facility benefit

Assisted 25 households

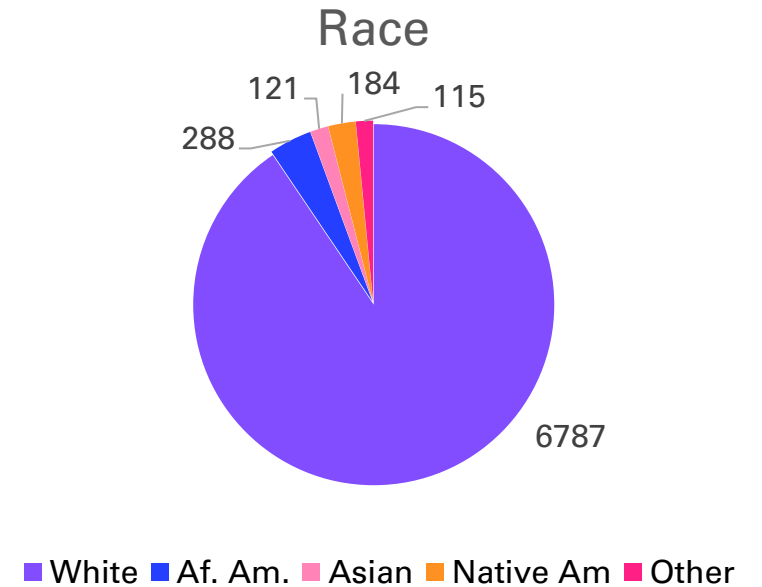
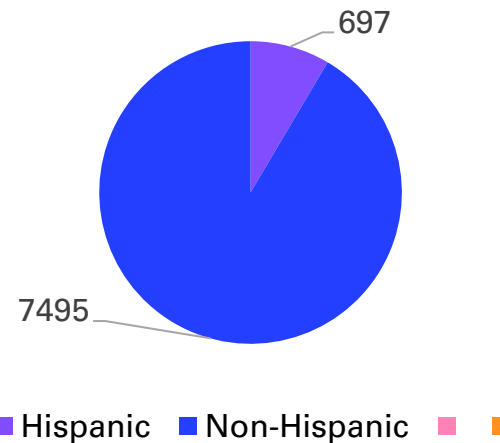
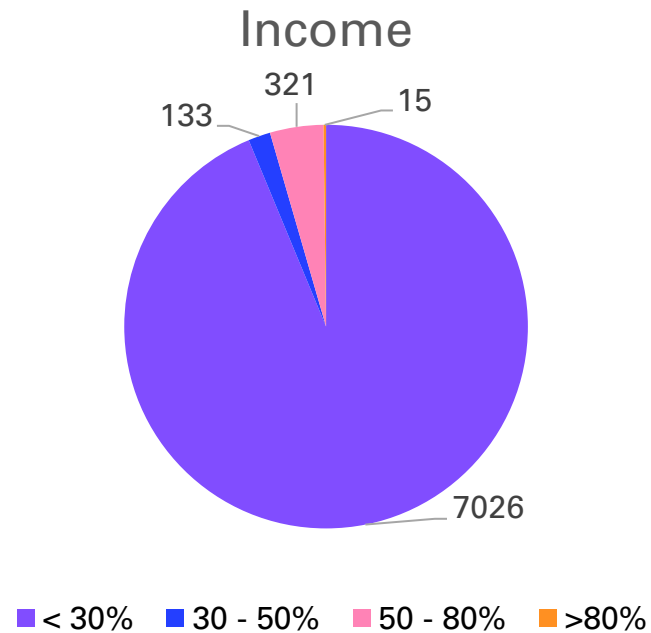
Goal: Assist 500 persons with homeless overnight shelter

Assisted 510 persons

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# Demographics of Families Assisted

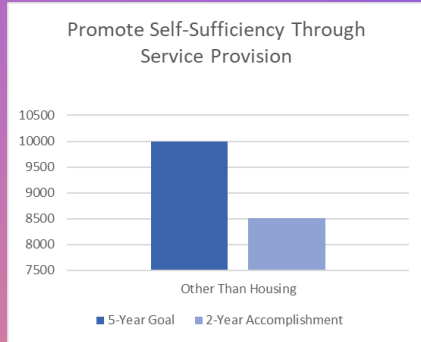




# GOALS ACCOMPLISHED WITHIN THE FIRST TWO YEARS

FY 2021 CAPER

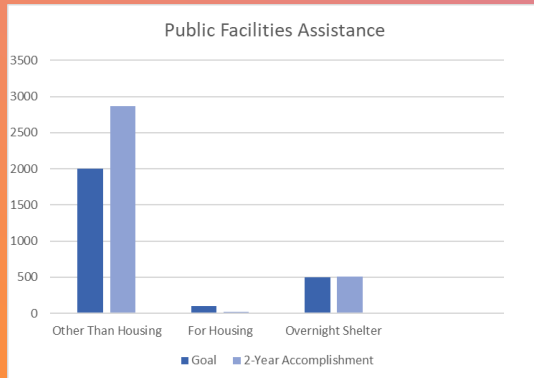
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# THANK YOU

Deanne Widauf

Housing & Community Development

2101 O'Neil Avenue, Room 309

Cheyenne, WY 82001

307/637-6255

[dwidauf@cheyennecity.org](mailto:dwidauf@cheyennecity.org)



## 2021 Sub-Grantees

### Public Service

Laramie County Senior Services — Software Scanning System	\$ 8,800
Needs, Inc. — Bus Tokens	\$18,200
Needs, Inc.—Crisis Food Assistance \$30,000	
Safehouse—Victim Emergency Fund	\$ 8,000

### General Service

Community Recreation & Events— Optimist Park Playground	\$ 75,000
CHA—Senior Center—HVAC System	\$ 33,500
Habitat for Humanity—Acquisition/ Rehab	\$ 120,000

### Program Administration

\$ 95,670

### CDBG—CV

COMECA—Security	\$ 10,000
Senior Services—HVAC	\$339,000

### HOUSING AND COMMUNITY DEVELOPMENT

2101 O'Neil Avenue, Room 309  
Cheyenne, WY 82001  
Phone: 307-637-6255  
Fax: 307-637-6231  
Email: [dwidaurf@cheyennecity.org](mailto:dwidaurf@cheyennecity.org)

### Wyoming Relay Services

711 or  
1-800-877-9975 (V)  
1-800-877-9965 (TTY)

# Fiscal Year 2021 Annual Report

The Housing & Community Development (H&CD) Office accepted applications for their Fiscal Year 2020 Community Development Block Grant (CDBG) funding cycle in October 2019.

Fifteen (15) grant proposals were received that totaled over 1.1 million dollars. The availability of Public Service funds was calculated to be \$65,000 (a 15% cap of the Entitlement Allocation,) and the grant proposals received totaled \$209,680. The availability of General Service funds was calculated at \$445,000 and the grant proposals received totaled \$960,000. Program Administration was calculated to be \$95,670 (20% of allocation).

The H&CD Advisory Council met with the applicants in February 2021 to discuss the individual applications. Four Public Service and Four General Service applications were approved.

## Cares Act — CDBG-CV (FY 2020)

The City of Cheyenne Housing and Community Development (H&CD) Office received two rounds of CDBG-CV (Cares Act—Covid 19) funding totaling \$465,904 from the U.S. Department of Housing & Urban Development. The H&CD Office amended their Fiscal Year 2020 5-Year Comprehensive Consolidated Plan and has awarded the CDBG-CV funding to the following agencies:

Cheyenne Climb Wyoming received \$20,000 to provide Health Care Job Training to low-income single mothers.

Family Promise received \$25,000 to provide homeless prevention (rent and utility assistance) to low-income families.

Family Promise received \$2,600 to provide shelter in hotels for low-income families.

COMECA House received \$10,000 to provide shelter security measures for the homeless shelter. The rehabilitation includes improved security measures to include the installation of an electronic security door and video intercom system.



### ***Public Service Accomplishments***

Within Fiscal Year 2021 funding was provided for the below activities:

***Needs, Inc.*** received a total of \$30,000 for their Crisis Food Assistance Program. A total of 954 low-income families received crisis food assistance. Needs received an additional \$75,000 from the community and other donors to help with this program.

***Needs, Inc.*** received a total of \$18,200 for their Bus Pass Program. This program provides free bus passes for low-income residents of Cheyenne. Due to COVID-19 bus service was still not back to full operation. A total of 35 low-income individuals received assistance. The remainder of the funding was recaptured.

***Senior Center*** received a total of \$8,000 for the purchase and installation of a software scanning system that will allow for the ability to scan individuals in for meals/activities through an ID card, or allow the individuals to touchscreen themselves in the data system. A total of 5,965 seniors received assistance.

***Safehouse Services*** received a total of \$8,800 for emergency medical expenses. A total of thirty-eight (38) low-income individuals received assistance for eye exams, glasses, and prescriptions.

### ***General Service Accomplishments***

Within Fiscal Year 2021 funding was provided for the below activities:

***Habitat for Humanity—Critical Home Repair*** received \$20,000 for homeowner rehabilitation. One (1) disabled low-income homeowner received a new kitchen floor and one (1) received new front stairs that were too steep.

***Habitat for Humanity—Home Rehabilitation*** received \$100,000 for the acquisition of a home in a blighted condition to rehabilitate for a low-income family / individual. They are currently looking for a property to purchase.

***Optimist Park Playground*** received a total of \$75,000 for the removal of an old and worn playground and the installation of a new, safer ADA compliant playground. This project was cancelled.

***Senior Center—HVAC System*** received an additional \$250,000 to replace their HVAC system to help with COVID-19.



### ***CDBG-CV Accomplishments***

Within Fiscal Year 2020 funding was provided for the below activities:

***Climb Wyoming—Health Care Job Training*** received \$20,000 to train low-income single mothers. The trainer that works with Climb is not in sam.gov. It was decided to cancel the program.

***Family Promise—Homeless Prevention and Shelter Assistance*** received \$46,600 to provide rental and motel assistance. A new Executive Director was hired and upon review of the paperwork it was decided to cancel the programs.

***COME A House—Shelter Security Measures*** received \$10,000 to replace their front door with an electronic security door system and video intercom system to improve the shelter security due to Covid. The project has been completed. A total of 490 low-income individuals received assistance.

***Senior Center—HVAC/Air*** received \$339,000 to replace the original 40-year old HVAC system. Bids were received and the contractor has started work.

# ***Fiscal Year 2020***

***Cheyenne Housing Authority Senior Services — Money Saving Improvements*** received \$33,500 to replace windows and upgrade indoor/outdoor electrical. The windows had cracks, did not open and were a hazard to the seniors. LED indoor / outdoor lighting was installed to reduce energy costs.

The improvements have been completed and 181 seniors have benefited. Additional funding was provided by the Senior Center.

***Family Promise — Envision Center Family Shelter*** received a total of \$237,267 for the acquisition of an Envision Center / Family Shelter. They purchased a property on Patton Avenue.

Family Promise of Cheyenne assists homeless families with minor children. Family Promise is the sole family only shelter in Laramie County and partners with the local faith communities to provide shelter. During COVID-19 the families are unable to stay at the different churches. They are being placed in hotel rooms instead. Unfortunately, during the summer of 2021 the hotel rooms have been taken up by a local business.

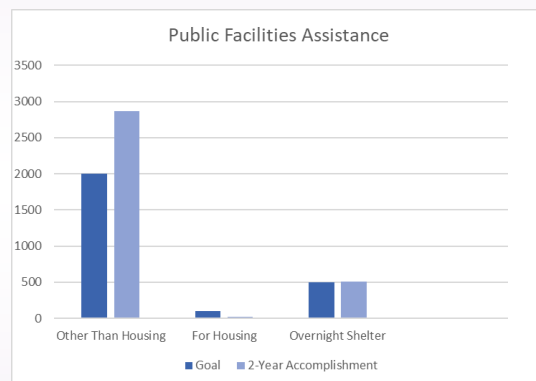
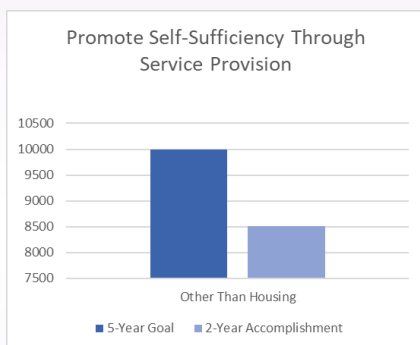
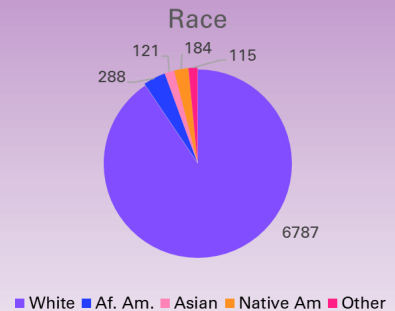
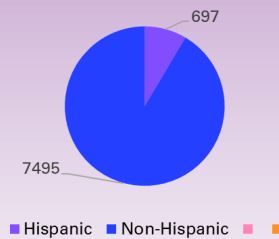
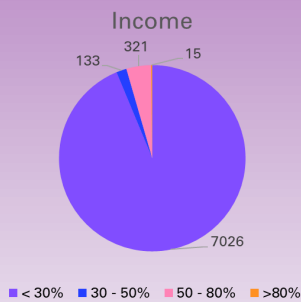


***Cheyenne Housing Authority Senior Services — HVAC/Air*** received \$339,000 CDBG-CV and \$250,000 CDBG to upgrade the HVAC/Air system in the senior center.

The improvements have started and will be completed within Fiscal Year 2023.



# Fiscal Year 2021 Demographic Information



## Goals Accomplished Within the First Two Years