

Layton City 2023-2024 CAPER

Consolidated Annual Performance Evaluation Report

Prepared by Layton City Community & Economic Development Department



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.

Layton City's 2023-2024 Annual Action Plan addressed critical community needs through targeted initiatives. Developed in collaboration with government agencies, residents, service providers, and nonprofits, the plan outlined specific goals and objectives to be achieved within a year, aligning with the broader five-year Consolidated Plan. Key priorities included expanding affordable housing options through down payment assistance and home repair programs, supporting youth with a court program, providing temporary shelter and childcare assistance, and funding domestic violence shelters. These efforts aimed to remove barriers faced by vulnerable populations in Layton City.

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
Acquisition of Real Property	Affordable Housing	CDBG: \$	Homeowner Housing Added	Household Housing Unit	2	0	0.00%			
Acquisition of Real Property	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	0	0		2	0	0.00%
Davis County Homeless	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	50	10	20.00%	10	10	100.00%

Emergency Home Repair/Rehab	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	30	0	0.00%	6	0	0.00%
Homebuyer Assistance	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	50	5	10.00%	10	5	50.00%
Lantern House	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	75	31	41.33%	15	31	206.67%
Open Doors	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	227	45.40%			
Open Doors	Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		100	227	227.00%
Safe Harbor	Homeless Non-Homeless Special Needs	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	150	676	450.67%	30	676	2,253.33%
Special Economic Development Activities	Non-Housing Community Development		Businesses assisted	Businesses Assisted	25	0	0.00%	5	0	0.00%

Youth Court (Layton Community Action Council)	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	400	100	25.00%	80	100	125.00%
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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.

Layton City prioritized funding projects aligned with both national goals and local needs during the 2023-2024 program year. While project outcomes varied, challenges such as high housing costs impacted program effectiveness. For instance, the down payment assistance grant aided only five households due to market conditions.

Financial management adhered strictly to CDBG regulations, including spending caps. Community input was central to program development, with \$54,515.70 allocated to five public service partners. Rigorous monitoring ensured subrecipient compliance and optimal fund utilization.

Layton City's 2021-2022 Analysis of Impediments identified access and affordability as key barriers to housing. To address this, the city partnered with Habitat for Humanity to implement a critical home repair/rehab program.

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	1,427
Black or African American	93
Asian	2
American Indian or American Native	5
Native Hawaiian or Other Pacific Islander	29
Total	1,556
Hispanic	160
Not Hispanic	1,267

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

Narrative

During program year 2023-2024, Layton City and its public service partners assisted with CDBG funding helped **1,556** individuals. The table above demonstrates those persons assisted with CDBG funds included 1,427 (**92%**) White; 93 (**.06%**) Black or African American; two (**.001%**) Asian; five (**.003**) American Indian or American Native; 29 (**.018%**) Native Hawaiian or Other Pacific Islander; and 160 (**10%**) of the total families assisted were of Hispanic ethnicity.

Persons with Disabilities

Participation rates for persons with disabilities and female-headed households funded by CDBG programs included:

- Open Doors: **139** females assisted
- Safe Harbor: **588** females assisted

Additional Information

Some demographic data collected from Layton City's subrecipients is incomplete due to clientele at Lantern House homeless shelter, Safe Harbor and Open Doors who did not disclose personal information including race, gender, disability status, etc.

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	923,438	681,606

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

Layton City no longer hosts a qualifying census tract after the release of the 2020 U.S. Census. The City currently does not distribute CDBG funds on the basis of geographic distribution.

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.

Layton City does not have publicly owned land within its jurisdiction designated for addressing needs identified in its 5-year Consolidated/Annual Action Plans.

Layton City did not require matching funds for its Community Development Block Grant (CDBG) program during Program Year 2023-2024. City staff are dedicated to maximizing these resources to address housing affordability, a primary concern for low-to-moderate-income residents as outlined in the City's five-year Consolidated Plan.

Layton City no longer hosts a qualifying US Census Tract and therefore does not allocate CDBG funds based on geographic distribution. Additionally, Layton City does not have publicly owned land within its jurisdiction designated for addressing needs identified in its 5-year Consolidated/Annual Action Plans.

To leverage CDBG funds and expand affordable housing opportunities, Layton City collaborates with partners like Have a Heart and Davis School District to provide labor and materials for new

home construction at minimal cost. These partnerships significantly benefit low-income individuals and families.

To ensure long-term affordability, the City implements a recapture policy. Homeowners receiving CDBG assistance must reimburse the City on a pro-rated basis if they sell the home within five years. These recovered funds are reinvested into the affordable housing program.

Lantern House operates the Ogden Community Shelter and Self-Sufficiency Center, serving homeless individuals and families across the Wasatch Front, including Davis County (such as Layton City), Weber County, and other Utah regions. The center provides comprehensive support, beginning with an intake assessment to develop personalized self-sufficiency plans. Dedicated case managers guide clients through on-site and community resources to achieve their goals. By offering these services regionally, Lantern House alleviates the need for individual cities and counties to operate their own shelters.

Layton City partners with Open Doors to provide essential services to low-to-moderate-income residents. Open Doors operates a comprehensive suite of programs including a food bank, homeless shelter, outreach services, job training, childcare, counseling, and more.

The homeless program offers temporary motel stays for individuals experiencing homelessness, while the food bank provides emergency food assistance to those in need. These programs, among others, are designed to address immediate needs and help stabilize households during crises.

Safe Harbor offers a secure, free shelter for survivors of domestic violence. Residents receive essential support, including housing, food, clothing, and emotional care. Comprehensive services are provided to help survivors rebuild their lives, such as case management, advocacy, life skills training, and access to community resources. Children also receive specialized support through therapy and educational programs to address trauma. Safe Harbor's dedicated team of professionals empowers survivors to achieve self-sufficiency and live violence-free lives.

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	55	717
Number of Non-Homeless households to be provided affordable housing units	17	5
Number of Special-Needs households to be provided affordable housing units	0	0
Total	72	722

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	1	0
Number of households supported through Rehab of Existing Units	6	0
Number of households supported through Acquisition of Existing Units	10	5
Total	17	5

Table 6 – Number of Households Supported

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

Layton City leveraged CDBG funds to support **717** homeless individuals through partnerships with Lantern House, Safe Harbor, and Open Doors. The City's Homebuyer Assistance Program continued to aid qualified low-to-moderate income households, though challenges posed by rising home costs and interest rates limited assistance to five households compared to the annual goal of 10. The Critical Home Repair/Rehab Program was promoted to Layton residents, and several applied, but none were approved

since each exceeded the 2023-2024 HUD Household Income Limits. However, the 2024-2025 program year for this activity looks promising with Critical Home Repair/Rehab projects underway.

To address affordable housing needs, Layton City acquired vacant land for the construction of a new Have a Heart Home for a qualified low-to-moderate income family.

Discuss how these outcomes will impact future annual action plans.

To address rising housing costs, Layton City increased the Homebuyer Assistance down payment grant from \$7,500 to \$10,000 in program year 2022-2023. Strong program demand prompted a similar budget increase for the Have a Heart/Habitat for Humanity program. The city continues to offer funding for critical home repair and rehabilitation for qualified households. Layton City closely monitors housing market trends to ensure program effectiveness.

It is likely future Annual Action Plans will be impacted/adjusted with increased funds allocated to home down payment assistance due to rising single family housing costs within Layton City.

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	3	0
Moderate-income	1	0
Total	5	0

Table 7 – Number of Households Served

Narrative Information

- Extremely Low-Income (ELI): 1 household was assisted.
- Low-Income (LI): 3 households were assisted.
- Moderate-Income (MI): 1 household was assisted.

These five households were supported through Layton City's \$10,000 home down payment assistance grant, which helps reduce the impact of rising housing costs on low-to-moderate income families.

Regarding worst-case needs:

Layton City does not utilize CDBG funds for rental assistance. Requests for rental assistance are currently forwarded to the Davis Community Housing Authority (DCHA).

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

Layton City maintains strong partnerships with Lantern House, Safe Harbor, and Open Doors. To expand its housing support services, the City has formed a new partnership with Habitat for Humanity to assist qualified residents with home repairs and rehabilitation.

Leveraging the expertise of Lantern House, Open Doors, and Safe Harbor, the City effectively reaches and assesses the needs of the homeless population. Regular communication with these partners ensures ongoing alignment and support. Layton City's CDBG Administrator collaborated with key staff from these organizations and Habitat for Humanity to identify and address community challenges, including poverty, unemployment, and housing insecurity.

Addressing the emergency shelter and transitional housing needs of homeless persons

Layton City collaborates with local organizations, including Open Doors, Safe Harbor, and Lantern House, to provide comprehensive support for homeless and financially struggling individuals. These partners offer vital services such as emergency shelter, resources, healthcare, job training, and referrals.

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

Layton City continued to fund Open Doors' participation in the Davis County Homeless Motel Voucher Program, providing crucial temporary housing for at-risk residents. This program specifically supports families transitioning from public institutions.

Lantern House, Open Doors, and Safe Harbor have demonstrated success in helping individuals and families achieve self-sufficiency. By offering comprehensive services through the Continuum of Care program, these partners address housing, healthcare, employment, education, and youth needs, ultimately preventing homelessness.

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

Layton City recognizes the importance of counseling services in supporting community members. Open Doors offers counseling and educational programs to help individuals achieve self-sufficiency.

The Davis County Homeless Motel Voucher Program provides temporary housing and intensive case management for those at risk of or experiencing homelessness. After an initial seven-day stay, clients receive a comprehensive assessment to determine ongoing needs. This program focuses on rapid rehousing and employment assistance, aiming to break cycles of poverty and provide lasting solutions.

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

Actions taken to address the needs of public housing

Layton City does not own or operate public housing. However, the city supports local organizations seeking funding through the Low Income Housing Tax Credit (LIHTC) program to develop affordable housing options.

The Davis Community Housing Authority (DCHA) will continue to manage existing programs such as Section 8 vouchers, public housing, down payment assistance, and programs aiding homeless and those with AIDS (TANF, HOPWA).

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

Housing Affordability and Homebuyer Assistance

High housing costs in Utah present a significant challenge to affordability. To assist residents, Layton City partners with public housing authorities to promote its homebuyer assistance program. This program provides up to \$10,000 in grants for down payments, closing costs, or principal reduction.

To qualify, applicants must meet specific criteria and provide necessary documentation, including tax returns, pre-approval letters, pay stubs, and a purchase contract. Successful applicants will work closely with the City and their lender throughout the home buying process.

Despite market challenges, there remains strong interest in the program. Details and applications are available on the City's website.

Community Engagement and Consolidated Plan

Layton City is committed to engaging the community in the development of its Consolidated Plan, particularly those in low-to-moderate income neighborhoods, including public housing residents, minorities, and individuals with disabilities.

The City has implemented outreach efforts to ensure diverse community input, such as:

- Partnering with local religious leaders
- Providing language translation services
- Making information about the Consolidated Plan and available funding readily accessible.

The City welcomes participation from all residents in shaping its community development strategies.

Layton residents can access housing counseling services through local organizations such as NeighborWorks. These services offer guidance on a variety of housing matters, from homeownership preparation to foreclosure prevention. By leveraging expertise, partnerships, and innovative tools, these organizations help residents overcome housing challenges and make informed decisions.

Actions taken to provide assistance to troubled PHAs

Recent audits by HUD and state agencies have found the local public housing authority, DCHA, to be in good standing.

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)

Layton City is committed to effective Community and Economic Development practices. The city maintains a strong understanding of HUD CDBG regulations through ongoing staff training and development.

To address affordable housing challenges, Layton offers the "At Home in Layton" program, providing down payment assistance to qualified homebuyers. This program successfully helped six families achieve homeownership in the past year.

The city has also proactively incorporated affordable housing strategies into its comprehensive planning efforts. Layton's zoning ordinances support a variety of housing options, including multi-family, townhomes, and accessory dwelling units, to increase housing diversity and affordability.

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

Layton City leverages CDBG funds to address the needs of underserved community members. Beyond CDBG programs, the city is committed to community well-being and safety. This includes hosting regular emergency preparedness fairs and CERT training sessions to empower residents.

The city also supports the Layton Community Action Council (LCAC), which provides vital services to the community. LCAC programs include youth court, literacy initiatives, after-school programs, and neighborhood watch efforts.

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

Layton City is committed to addressing lead-based paint concerns. Trained city staff are available to provide information and resources to residents. All homes purchased with CDBG funds undergo inspections for lead-based paint. The CDBG Administrator conducts thorough inspections of all properties eligible for homeownership assistance, ensuring they meet safety standards. Homes built before 1978 are carefully evaluated to identify potential lead-based paint hazards, and those that do not meet safety criteria are ineligible for program assistance.

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

Education is a cornerstone of economic mobility. Layton City is committed to expanding educational opportunities for residents of all ages. By collaborating with Davis School District, Davis Technical College, Layton Community Action Council, Safe Harbor, and Open Doors, the city supports youth development and academic achievement.

Layton is home to Weber State University-Davis and Eagle Gate College, offering accessible higher education options. The city actively partners with these institutions to identify community needs and develop programs that support low-to-moderate-income residents. By providing pathways to education and skill development, Layton is working to build a stronger, more evenhanded community.

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

Layton City maintains a transparent and accountable governance structure. No reports of abuse or misconduct related to the city's institutional framework have been filed.

To ensure that city policies support affordable housing, Layton City undergoes regular independent audits. Additionally, residents are encouraged to participate in monthly city council meetings where land use, taxation, zoning, building codes, and other housing-related matters are discussed. Meeting transcripts and recordings are publicly accessible. The city also provides translation and accessibility services for public hearings.

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

Layton City fosters strong partnerships with public, private, and social service agencies to enhance coordination and resource sharing. Regular meetings, site visits, and open communication facilitate collaboration. By working closely with organizations like Lantern House, Open Doors, and Safe Harbor, the city aims to optimize resource referral and support for community members.

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

Layton City has collaborated with Davis County to identify barriers to fair housing through an Analysis of Impediments (AI). The study highlighted housing affordability and availability as key challenges. In response, the city has zoned land for multi-family developments to increase housing options and expanded its "At Home in Layton" program to assist homebuyers. Additionally, Layton City has addressed fair housing infrastructure by providing informational materials in English and Spanish to local service providers and offering accessible communication options, including TDD and TTY services.

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

Monitoring CDBG Funds and Ensuring Program Success

The CDBG Administrator oversees the program's effectiveness through a combination of remote and on-site monitoring visits with all subrecipients. These visits can be scheduled or occur as needed throughout the year. During these visits, the Administrator utilizes the HUD Checklist for On-Site Monitoring of Subrecipients to verify that CDBG funds are used appropriately. Additionally, the Administrator assesses whether subrecipients are meeting or exceeding their performance goals within budget and on schedule.

Promoting Fairness and Compliance

Layton City encourages staff and subrecipients to leverage SAM.gov to identify minority-owned businesses when seeking contractors for program activities. This promotes fair and equitable business opportunities. Additionally, adherence to the City's CDBG Program Policy Manual is mandatory. This comprehensive document outlines the program's operating procedures and expectations for all participants. Following these guidelines ensures transparency, consistency, and responsible

management of CDBG funds.

Benefits of a Clear Framework

A well-defined program framework, like Layton City's CDBG Policy Manual, provides numerous benefits. It empowers informed decision-making, fosters program consistency, and establishes clear expectations for everyone involved. This clarity simplifies participation and builds trust in the program's effectiveness.

Layton City's CDBG Program Policy Manual is a comprehensive document that guides the administration of the program. Its content is shaped by three key factors:

- **Federal Regulations:** Adherence to federal requirements ensures program compliance.
- **Local Needs:** The evolving needs of the community, influenced by factors like population growth and demographic shifts, are reflected in program adjustments.
- **Program Experience:** Lessons learned from past program implementation inform current policies and procedures.

The Policy Manual works in tandem with the City's Five-Year Consolidated Plan. This plan outlines the overall strategy for CDBG funds, including:

- Identifying community needs
- Setting goals to address those needs
- Determining how to allocate funds to achieve program objectives

All CDBG-funded activities must align with at least one of HUD's National Objectives: benefiting low-to-moderate-income residents, eliminating blight, or addressing urgent community needs.

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.

Public Comment Period and Results

The Consolidated Annual Performance and Evaluation Report (CAPER) was made available for public review from September 3, 2024, to September 18, 2024. Notices about the CAPER's availability were published in the Standard-Examiner, posted on the City's website, and displayed at the Layton City Center. Despite these efforts, no public comments or feedback were received during this period.

Citizen Participation

Layton City is committed to robust citizen participation, especially from low-to-moderate-income residents. The City's Citizen Participation Plan ensures that residents have opportunities to:

- Attend and participate in local meetings
- Review proposed CDBG activities and program performance
- Submit written complaints and grievances and receive timely responses
- Access information in accessible formats, including language translation for Spanish-speaking residents

The City's largest minority population is Hispanic/Latino, and the website offers Spanish language translation for CDBG-related information.

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.

Layton City maintained consistent program objectives throughout the 2023-2024 program year. However, a significant change occurred with the loss of the city's only qualified Census tract due to the 2020 Census.

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-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.

Layton City maintained consistent program objectives throughout the 2023-2024 program year. However, a significant change occurred with the loss of the city's only qualified Census tract due to the 2020 Census.

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

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

Table 8 – 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 9 – Qualitative Efforts - Number of Activities by Program

Narrative

Layton City did not utilize CDBG funds for any Section 3 related activities.

CAPER Layton City Public Notice



Mayor • Joy Petro
City Manager • Alex R. Jensen

• Council Members •
Zach Ullomam
Clint Morris
Tysan Roberts
Bettina Smith Edmondson
Dave Thomas

LAYTON CITY 2023-2024 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

In conformance with the requirements of the **Community Development Block Grant (CDBG) Program**, Layton City invites all interested parties to review the **Consolidated Annual Performance and Evaluation Report (CAPER)** of the **U.S. Department of Housing and Urban Development CDBG Program for the Program Year of 2023-2024**.

Layton's CAPER contains a summary of projected accomplishments compared to actual performance; the status of actions taken during the year to implement the strategy defined in Layton's Five-Year Consolidated Plan and the 2023 Action Plan; and a Self-Evaluation of progress made during the last year in addressing identified Priority Needs and Objectives.

A copy of the Report will be available for review at <https://www.laytonecon.org/incentives/cdbg/>, under Layton City Consolidated Annual Performance and Evaluation Report (CAPER), beginning Tuesday, September 3, 2024 through Wednesday, September 18, 2024, during which the Public Comment Period is active. Comments may be submitted to: Morgan Cloward at mcloward@laytoncity.org, (801) 336-3770.


Kimberly S. Read, City Recorder

This public notice is posted on the Utah Public Notice website www.utah.gov/pnn/, the Layton City website www.laytoncity.org, and at the Layton City Center.

In compliance with the Americans with Disabilities Act, the City provides reasonable accommodations and free communication assistance for non-English speaking persons, and those who are hearing impaired who wish to review and comment on the CDBG Program and Capar. Call Janic Seminger, Human Resources Office at least eight hours in advance at 801-336-3826 or 801-336-3820.

Municipal Offices • 437 N. Wasatch Dr. • Layton, UT 84041 • Phone: (801) 336-3800 • Fax: (801) 336-3811

CERTIFICATE OF POSTING

STATE OF UTAH)
)ss.
COUNTY OF DAVIS)

I, **Kimberly S. Read**, do hereby certify that I am the duly qualified and acting **City Recorder of Layton City Corporation**, a municipal corporation located in Davis County, State of Utah.

I further certify that on the **16th day of August, 2024**, I posted a copy of the **CDBG Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2023-2024**, to which this certificate is attached, in the Layton City Municipal Building, 437 North Wasatch Drive, Layton, Utah, on the Layton City website, and on the Utah Public Notice website.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature and affixed the corporate seal of said City this **16th day of August, 2024**.



Kimberly S. Read
Kimberly S. Read, City Recorder

CAPER Layton City Public Notice (Standard Examiner)



OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Standard-Examiner** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(801) 625-4302**.

Notice ID: 90cZsEBRgqI8Nck9Nz83 | **Proof Updated: Aug. 15, 2024 at 10:27am MDT**
Notice Name: Layton City CDBG CAPER Notice | Publisher ID: UC0086

See Proof on Next Page

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER	FILING FOR
Morgan Cloward mcloward@laytoncity.org (801) 336-3770	Standard-Examiner

Columns Wide:	1	Ad Class: Legals
Total Column Inches:	7.34	
Number of Lines:	59	

08/17/2024: Custom Notice	264.35
Base Affidavit Fee	12.00

Subtotal	\$276.35
Tax	\$0.00
Processing Fee	\$27.64
Total	\$303.99

LAYTON CITY
2023-2024
CONSOLIDATED ANNUAL
PERFORMANCE AND EVALUATION
REPORT (CAPER) TO BE AVAIL-
ABLE FOR PUBLIC REVIEW

IN CONFORMANCE WITH THE REQUIREMENTS OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM, LAYTON CITY INVITES ALL INTERESTED PARTIES TO REVIEW THE CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) OF THE U.S. DEPT. OF HOUSING AND URBAN DEVELOPMENT CDBG PROGRAM FOR THE PROGRAM YEAR OF 2023-2024. LAYTON'S CAPER CONTAINS A SUMMARY OF PROJECTED ACCOMPLISHMENTS COMPARED TO ACTUAL PERFORMANCE; THE STATUS OF ACTIONS TAKEN DURING THE YEAR TO IMPLEMENT THE STRATEGY DEFINED IN LAYTON'S FIVE-YEAR CONSOLIDATED PLAN AND THE 2023 ACTION PLAN; AND A SELF-EVALUATION OF PROGRESS MADE DURING THE LAST YEAR IN ADDRESSING IDENTIFIED PRIORITY NEEDS AND OBJECTIVES. A COPY OF THE REPORT WILL BE AVAILABLE FOR REVIEW AT [HTTPS://WWW.LAYTONCO.GOV/INCENTIVES/CDBG/](https://www.laytonco.gov/incentives/cdbg/) UNDER LAYTON CITY CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER), STARTING TUESDAY, SEPTEMBER 3, 2024 THROUGH WEDNESDAY, SEPTEMBER 18, 2024. DURING WHICH THE PUBLIC COMMENT PERIOD IS ACTIVE. COMMENTS MAY BE SUBMITTED TO: MORGAN CLOWARD AT MCLOWARD@LAYTONCITY.ORG (801) 336-3770. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE CITY PROVIDES REASONABLE ACCOMMODATIONS AND FREE COMMUNICATION ASSISTANCE FOR NON-ENGLISH SPEAKING PERSONS, AND THOSE WHO ARE HEARING IMPAIRED WHO WISH TO REVIEW AND COMMENT ON THE CDBG PROGRAM AND CAPER. CALL JAMIE SEMNINGER, HUMAN RESOURCES OFFICE AT LEAST EIGHT HOURS IN ADVANCE: 801-336-3880.

PR-26 Report

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	PR26 - CDBG Financial Summary Report	
	Program Year 2023 LAYTON, UT	

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	363,438.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	18,000.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
05b FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
05c FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	381,438.00

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	650,117.53
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	650,117.53
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	90,250.11
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)	740,367.64
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	(358,929.64)

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	650,117.53
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	650,117.53
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

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

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	79,317.53
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)	79,317.53
32 ENTITLEMENT GRANT	363,438.00
33 PRIOR YEAR PROGRAM INCOME	3,000.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	366,438.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	21.65%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	90,250.11
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)	90,250.11
42 ENTITLEMENT GRANT	363,438.00
43 CURRENT YEAR PROGRAM INCOME	18,000.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	381,438.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	23.66%



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
2022	3	293	6832204	PY22 Davis School District	01	LWH	\$800.00
2022	3	293	6894914	PY22 Davis School District	01	LWH	\$94,866.00
2023	13	307	6894914	PY 23 Have a Heart/Habitat for Humanity/OSO Homes	01	LWH	\$415,134.00
					01	Matrix Code	\$510,800.00
2020	10	258	6794331	CV-Lantern House	03T	LWC	\$15,400.00
2022	9	288	6794289	PY22 Davis County Homeless	03T	LWC	\$3,259.21
2023	8	298	6859416	PY23 Lantern House	03T	LWC	\$5,526.70
2023	11	301	6894914	PY22 Davis County Homeless	03T	LWC	\$2,240.20
					03T	Matrix Code	\$26,426.11
2023	9	299	6894914	PY23 Youth Court	05D	LWC	\$12,053.00
					05D	Matrix Code	\$12,053.00
2022	11	290	6794289	PY22 Safe Harbor	05G	LWC	\$13,003.74
2023	7	296	6832204	PY23 Safe Harbor	05G	LWC	\$5,889.15
					05G	Matrix Code	\$18,892.89
2022	10	289	6794289	PY22 Open Doors	05L	LWC	\$10,932.00
2023	10	300	6832204	PY23 Open Doors	05L	LWC	\$1,107.23
2023	10	300	6859416	PY23 Open Doors	05L	LWC	\$3,245.51
2023	10	300	6894914	PY23 Open Doors	05L	LWC	\$6,660.79
					05L	Matrix Code	\$21,945.53
2022	2	285	6794289	PY22 Homebuyer Assistance	13B	LWH	\$10,000.00
2022	2	285	6832204	PY22 Homebuyer Assistance	13B	LWH	\$20,000.00
2022	2	285	6859416	PY22 Homebuyer Assistance	13B	LWH	\$10,000.00
2023	2	297	6894914	PY23 Homebuyer Assistance	13B	LWH	\$20,000.00
					13B	Matrix Code	\$60,000.00
Total							\$650,117.53

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
2020	10	258	6794331	Yes	CV-Lantern House	B21MC490010	EN	03T	LWC	\$15,400.00
2022	9	288	6794289	No	PY22 Davis County Homeless	B22MC490010	EN	03T	LWC	\$3,259.21
2023	8	298	6859416	No	PY23 Lantern House	B23MC490010	EN	03T	LWC	\$5,526.70
2023	11	301	6894914	No	PY22 Davis County Homeless	B23MC490010	EN	03T	LWC	\$2,240.20
								03T	Matrix Code	\$26,426.11
2023	9	299	6894914	No	PY23 Youth Court	B23MC490010	EN	05D	LWC	\$12,053.00
								05D	Matrix Code	\$12,053.00
2022	11	290	6794289	No	PY22 Safe Harbor	B22MC490010	EN	05G	LWC	\$13,003.74
2023	7	296	6832204	No	PY23 Safe Harbor	B23MC490010	EN	05G	LWC	\$5,889.15
								05G	Matrix Code	\$18,892.89
2022	10	289	6794289	No	PY22 Open Doors	B22MC490010	EN	05L	LWC	\$10,932.00
2023	10	300	6832204	No	PY23 Open Doors	B23MC490010	EN	05L	LWC	\$1,107.23
2023	10	300	6859416	No	PY23 Open Doors	B23MC490010	EN	05L	LWC	\$3,245.51
2023	10	300	6894914	No	PY23 Open Doors	B23MC490010	EN	05L	LWC	\$6,660.79
								05L	Matrix Code	\$21,945.53
				No	Activity to prevent, prepare for, and respond to Coronavirus					\$63,917.53



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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
				Yes	Activity to prevent, prepare for, and respond to Coronavirus					\$15,400.00
Total										\$79,317.53

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			
2022	1	284	6794289	PY22 Administration	21A		\$21,145.49			
2023	1	295	8832204	PY23 Administration	21A		\$20,479.07			
2023	1	295	6859415	PY23 Administration	21A		\$26,304.80			
2023	1	295	6894914	PY23 Administration	21A		\$22,320.75			
					21A	Matrix Code	\$90,250.11			
Total										\$90,250.11