

<b>Guide for Review of the Consolidated Plan</b>			
<b>Name of Program Participant:</b>		<b>Lead Agency:</b>	
<b>Other Members (if applicable):</b>			
<b>Staff Consulted:</b>			
<b>Time Frame Covered by Consolidated Plan:</b>		<b>Programs Covered:</b>	
<b>Date Plan Due:</b>		<b>Date Plan Received:</b>	
<b>Date of Plan (or Amendment) Approval:</b>			
<b>Name(s) of Reviewer(s):</b>		<b>Date:</b>	

**NOTE:** All questions that address requirements contain the citation for the source of the requirement (statute, regulation, NOFA, or grant agreement). If the requirement is not met, HUD must make a finding of noncompliance. All other questions (questions that do not contain the citation for the requirement) do not address requirements, but are included to assist the reviewer in understanding the participant's program more fully and/or to identify issues that, if not properly addressed, could result in deficient performance. Negative conclusions to these questions may result in a "concern" being raised, but not a "**finding**."

**Instructions:** This Exhibit is designed to evaluate the formula grant program participant's compliance with the Consolidated Plan requirements at 24 CFR Part 91 (but excludes compliance with Citizen Participation requirements which are covered in Chapter 19). The Exhibit is divided into six sections: Development of the Consolidated Plan; Plan Progress; Lead-Based Paint Hazards; Certifications; Final Rule Implementation; and Performance. Consistent with the definitions in Part 91, the term "jurisdiction" is used interchangeably in this Exhibit to mean the unit of local government or a State, i.e., the entity being monitored. A consortium is considered to be a single unit of local government. Some of the "finding" questions, therefore, contain multiple citations to cover those parts of the Consolidated Plan regulation that pertain separately to these entities. Reviewers should be specific in referencing the correct citation, should deficiencies be disclosed. Prior to conducting monitoring, the HUD reviewer is to prepare by examining the HUD-approved Consolidated Plan, the relevant Annual Action Plans, and applicable Consolidated Annual Performance and Evaluation Reports (CAPERs).

**Questions:**

A. DEVELOPMENT OF THE CONSOLIDATED PLAN

1.

a. Did the jurisdiction, in developing this Plan, consult with: assisted housing providers; health services providers; social services providers; State and local health and child welfare agencies which focus on lead hazards; adjacent units of local government and metropolitan-wide planning agencies (if applicable); HOPWA jurisdictions within the eligible metropolitan statistical area; and local public housing agencies? [24 CFR 91.100 for local governments or 24 CFR 91.110 for States]	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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**Describe Basis for Conclusion:**

b. If the jurisdiction is a State, in preparing its method of distribution of CDBG assistance, did it consult with local governments in non-entitlement areas? [24 CFR 91.110]	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Describe Basis for Conclusion:</b>	

**B. PLAN PROGRESS**

2.

Based on the number of years remaining under the jurisdiction’s Consolidated Plan at the time of this monitoring review, has the jurisdiction made progress in carrying out, or achieved the accomplishments for:	
a. Its Consolidated Plan objectives set forth in its strategic plan as described at 24 CFR 91.215(a)(4), 24 CFR 91.215(b)(2) or 24 CFR 91.315(a)(4) and 24 CFR 91.315(b)(2)? [24 CFR 91.525(a)]	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Describe Basis for Conclusion:</b>	

b. The number of extremely low-income, low-income and moderate-income families to be provided affordable rental and homeownership housing as set forth in its strategic plan? [24 CFR 91.525(a)]?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Describe Basis for Conclusion:</b>	

c. Its strategy for helping low-income families avoid homelessness; reaching out to and assessing the individual needs of homeless persons; addressing the emergency shelter and transitional housing needs of homeless persons; and helping homeless persons (especially chronically homeless) transition to permanent housing and independent living as described at 24 CFR 91.215(d) or 24 CFR 91.315(d)? [24 CFR 91.525(a)]	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Describe Basis for Conclusion:</b>	

<p>d. Its strategy to remove barriers to affordable housing as described at 24 CFR 91.215(h) or 24 CFR 91.315(h)? [24 CFR 91.525(a)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> Yes No</p>
<p><b>Describe Basis for Conclusion:</b></p>	

<p>e. Its goals, programs and policies for reducing the number of poverty-level families and preserving affordable housing, in coordination with other programs and services within the jurisdiction as described at 24 CFR 91.215(j) or 24 CFR 91.315(j)? [24 CFR 91.525(a)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> Yes No</p>
<p><b>Describe Basis for Conclusion:</b></p>	

<p>f. Its actions to overcome gaps in its institutional structure for addressing priority needs as described at 24 CFR 91.215(k)(2) or 24 CFR 91.315(k)(2)? [24 CFR 91.525(a)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> Yes No</p>
<p><b>Describe Basis for Conclusion:</b></p>	

<p>g. Its activities for enhancing coordination between public and assisted housing providers, private and governmental health, mental health and service agencies as described at 24 CFR 91.215(l) or 24 CFR 91.315(l)? [24 CFR 91.525(a)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> Yes No</p>
<p><b>Describe Basis for Conclusion:</b></p>	

<p>h. Its activities for encouraging public housing residents to become more involved in management and participate in homeownership as described at 24 CFR 91.215(c) or 24 CFR 91.315(c)? [This applies to a state only if the state has a state housing agency administering public housing funds.] [24 CFR 91.525(a)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Yes No N/A</p>
<p><b>Describe Basis for Conclusion:</b></p>	

i. <u>For the CDBG program only</u> , the specific long- and short-term community development objectives as described at 24 CFR 91.215(f) or 24 CFR 91.315(f)? [24 CFR 91.525(a)]	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Describe Basis for Conclusion:</b>	

j. For a State, its strategy to coordinate low-income housing tax credits at 24 CFR 91.315(m)? [24 CFR 91.525(a)]	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Describe Basis for Conclusion:</b>	

3.

For the Action Plan years covered by this monitoring, did the jurisdiction direct assistance to the identified geographic areas consistent with the jurisdiction’s general priorities identified in its strategic plan for allocating assistance geographically? [24 CFR 91.525(a)]	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Describe Basis for Conclusion:</b>	

C. LEAD-BASED PAINT HAZARDS

4.

a. Has the jurisdiction implemented the actions it proposed in its Consolidated Plan to evaluate and reduce lead hazards and integrated lead-based paint hazard reduction in its housing policies and programs? (Use applicable Exhibits in Chapter 24.) [24 CFR 91.525(a)]	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Describe Basis for Conclusion:</b>	

<p>b. <u>For CDBG only</u>: Is there evidence to support the jurisdiction's certification that its activities concerning lead-based paint comply with 24 CFR Part 35, Subparts A, B, J, K and R? (Use applicable Exhibits in Chapter 24.) [24 CFR 91.525(a); the certification]</p>	<table border="1"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Yes</td> <td>No</td> <td>N/A</td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Yes	No	N/A					
<p><b>Describe Basis for Conclusion:</b></p>							

D. CERTIFICATIONS

5.

<p>Is there evidence to show that the jurisdiction:</p>					
<p>a. Conducted an analysis to identify impediments to fair housing choice within the jurisdiction, took appropriate actions to overcome the effects of any impediments identified through that analysis, and maintains records reflecting the analysis and actions? [24 CFR 91.225(a)(1); 24 CFR 91.325(a)(1); or 24 CFR 91.425(a)(1)(i)]</p>	<table border="1"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Yes</td> <td>No</td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>				
Yes	No				
<p><b>Describe Basis for Conclusion:</b></p>					

<p>b. Has followed its drug-free workplace statement per the requirements of 24 CFR 21.200? [24 CFR 91.525(a); the certification]</p>	<table border="1"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Yes</td> <td>No</td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>				
Yes	No				
<p><b>Describe Basis for Conclusion:</b></p>					

<p>c. Has correctly filed a lobbying certification and disclosure form if required by 24 CFR Part 87? [24 CFR 91.525(a); the certification]</p>	<table border="1"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Yes</td> <td>No</td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>				
Yes	No				
<p><b>Describe Basis for Conclusion:</b></p>					

<p>d. Has the legal authority to carry out Consolidated Plan programs and the Consolidated Plan is authorized under State (and local) law? [24 CFR 91.525(a); the certification]</p>	<table border="1"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Yes</td> <td>No</td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>				
Yes	No				
<p><b>Describe Basis for Conclusion:</b></p>					

e. That housing activities undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the Strategic Plan? [24 CFR 91.525(a); the certification]	<input type="checkbox"/> <input type="checkbox"/> Yes No
<b>Describe Basis for Conclusion:</b>	

f. Has complied with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and the implementing regulations at 49 CFR Part 24? [24 CFR 91.525(a); the certification]	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Yes No N/A
<b>Describe Basis for Conclusion:</b>	

g. <u>For CDBG- and HOME-assisted activities Only:</u> Has in effect been following a residential antidisplacement and relocation assistance plan? [24 CFR 91.525(a); the certification]	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Yes No N/A
<b>Describe Basis for Conclusion:</b>	

h. <u>HOME and ADDI Only:</u> Is there evidence that the jurisdiction has adopted and is using subsidy layering guidelines to evaluate projects prior to project commitment to ensure no more HOME funds are invested, in combination with other federal assistance, than is necessary to provide affordable housing, consistent with the certification submitted with its Consolidated Plan? [24 CFR 92.250(a), 24 CFR 92.612(a); the certification]	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Yes No N/A
<b>Describe Basis for Conclusion:</b>	

E. FINAL RULE IMPLEMENTATION

6.

Has the jurisdiction amended its Strategic Plan and Action Plan to include the following new requirements:	
a. Does the Strategic Plan or Action Plan include an Executive Summary that includes objectives and outcomes identified in the Plan and an evaluation of past performance? [24 CFR 91.200(c), 24 CFR 91.220(b), 24 CFR 91.300(c), and 24 CFR 91.320(b)]	<input type="checkbox"/> <input type="checkbox"/> Yes No
<b>Describe Basis for Conclusion:</b>	

<p>b. Does the Plan include outcome measures for activities in accordance with the Federal Register Notice dated March 7, 2006? [24 CFR 91.220(e) and 24 CFR 91.320(e)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Yes No N/A</p>
<p><b>Describe Basis for Conclusion:</b></p>	
<p>c. Does the Plan include a summary of specific annual objectives? [24 CFR 91.220(c)(3) and 24 CFR 91.320(c)(3)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Yes No N/A</p>
<p><b>Describe Basis for Conclusion:</b></p>	
<p>d. Does the Plan include one-year goals for the number of homeless, non-homeless, and special needs households to be provided affordable housing using funds made available to the jurisdiction and one-year goals for the number of households to be provided with affordable housing through activities that provide rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units using funds made available to the jurisdiction? (The definition of the term “affordable housing” is contained in 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership.) [24 CFR 91.220(g) and 24 CFR 91.320(g)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Yes No N/A</p>
<p><b>Describe Basis for Conclusion:</b></p>	
<p>e. Does the Plan include priorities for allocating investment among different needs and activities, as identified in tables prescribed by HUD (including priorities for allocating investment among needs and activities in updated Tables 2A and 2B)? [24 CFR 91.215(a)(1), 24 CFR 91.215(b), and 24 CFR 91.315(b)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Yes No N/A</p>
<p><b>Describe Basis for Conclusion:</b></p>	

<p>f. Does the Plan describe consultations with public and private agencies that provide assisted housing, health services, social and fair housing services; consultations with local and regional institutions and other institutions (including businesses, developers, community and faith-based organizations); and consultations with public and private agencies to determine resources available to address the needs of any persons that are chronically homeless; and consultation with private industry, businesses, developers, and social service agencies (with respect to economic development)? [24 CFR 91.100(a), 24 CFR 91.110(a), 24 CFR 91.220(b), and 24 CFR 91.320(l)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Yes No N/A</p>
<p><b>Describe Basis for Conclusion:</b></p>	
<p>LOCAL GOVERNMENTS ONLY: g. To the extent information is available, did the jurisdiction include an estimate of the number of vacant or abandoned buildings and whether units in these building are suitable for rehabilitation? [24 CFR 91.210(a)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Yes No N/A</p>
<p><b>Describe Basis for Conclusion:</b></p>	
<p>LOCAL GOVERNMENTS ONLY: h. Is the plan to reduce lead-based hazards related to the extent of lead poisoning and hazards? [24 CFR 91.215(i)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Yes No N/A</p>
<p><b>Describe Basis for Conclusion:</b></p>	

F. PERFORMANCE

7.

<p>Is the jurisdiction:</p>	
<p>a. Using the standards and procedures it described in its Consolidated Plan for monitoring activities carried out in furtherance of the Plan and complying with long-term compliance requirements? [24 CFR 91.525(a)]</p>	<p><input type="checkbox"/> <input type="checkbox"/> Yes No</p>
<p><b>Describe Basis for Conclusion:</b></p>	

<p>b. Complying with the standards for providing certifications of consistency with its Consolidated Plan for competitive programs and/or gave reasons for denials if it failed to provide such certifications? [24 CFR 91.510]</p>	<table border="0"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Yes</td> <td>No</td> <td>N/A</td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Yes	No	N/A					
<p><b>Describe Basis for Conclusion:</b></p>							

8.

<p><u>HOME Only:</u> If the jurisdiction uses HOME funds for tenant-based rental assistance targeted to, or providing a preference for, a special needs group identified as having an unmet need in its Consolidated Plan, is there evidence showing that the jurisdiction is following the preference indicated in the Consolidated Plan? [24 CFR 92.209(c)(2)(ii)]</p>	<table border="0"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Yes</td> <td>No</td> <td>N/A</td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Yes	No	N/A					
<p><b>Describe Basis for Conclusion:</b></p>							

9.

<p><u>HOME and ADDI Only:</u> Do the resale or recapture provision in the participating jurisdiction's written agreements with HOME- or ADDI-assisted homebuyers match the resale or recapture provisions described in its Consolidated Plan? [24 CFR 91.220(l)(2)(ii), 91.320(k)(2)(ii), and 92.254(a)(4)]</p>	<table border="0"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Yes</td> <td>No</td> <td>N/A</td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Yes	No	N/A					
<p><b>Describe Basis for Conclusion:</b></p>							

10.

<p><u>ADDI Only:</u> Are the jurisdiction's completed ADDI projects consistent with the planned use of its ADDI funds described in its Consolidated Plan? [24 CFR 91.525(a)]</p>	<table border="0"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Yes</td> <td>No</td> <td>N/A</td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Yes	No	N/A					
<p><b>Describe Basis for Conclusion:</b></p>							

11.

<p><b>ADDI Only:</b> Is the jurisdiction following its plan for conducting targeted outreach to residents and tenants of public and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide downpayment assistance for such residents, tenants, and families? [24 CFR 91.525(a)]</p>	<table> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Yes</td> <td>No</td> <td>N/A</td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Yes	No	N/A					
<p><b>Describe Basis for Conclusion:</b></p>							

12.

<p><b>ADDI Only:</b> Has the jurisdiction taken action to ensure the suitability of beneficiaries to undertake and maintain homeownership, such as provision of housing counseling to homebuyers? [24 CFR 91.525(a)]</p>	<table> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Yes</td> <td>No</td> <td>N/A</td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Yes	No	N/A					
<p><b>Describe Basis for Conclusion:</b></p>							