



CITY OF DAYTONA BEACH

PY2024 Consolidated Annual Performance & Evaluation Report (CAPER)

**Prepared for Submission to the
U.S. Department of Housing and Urban
Development**

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DRAFT FOR PUBLIC COMMENT

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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.

Program Year 2024: The City of Daytona Beach is an entitlement jurisdiction under the U.S. Department of Housing and Urban Development (HUD). It receives annual funding through the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME). These federal funds are used to support housing, infrastructure, and community development activities that primarily benefit low- to moderate-income residents.

The City's Redevelopment and Neighborhood Services Department administers HUD's required planning and performance documents: the Five-Year Consolidated Plan (2021–2025), which outlines long-term strategic goals; the Annual Action Plan, which details yearly funding allocations and planned activities; and the Consolidated Annual Performance and Evaluation Report (CAPER), which reports actual progress against goals.

This PY 2024 CAPER covers the period from October 1, 2024, through September 30, 2025, and documents the City's accomplishments in implementing the Consolidated and Annual Action Plans.

Resources Received – PY 2024–2025

During the 2024–2025 program year, the City received and administered the following:

- CDBG: \$629,246 for affordable housing, public services, public facilities, and planning and administration costs.
- HOME: \$407,358 for acquisition, construction, rehabilitation, and homebuyer assistance.
- CDBG-CV (CARES Act): \$187,284 (remaining balance) for COVID-19-related activities, especially rental assistance
- Florida SHIP Program: \$908,521 for HUD funds for down payment assistance and housing rehabilitation.

Key Accomplishments and Strategic Focus

1. Affordable Housing

- Provided essential rehabilitation for 12 owner-occupied homes, including structural, electrical, and roofing repairs.
- Offered financial assistance for home purchases, complemented by homeowner education and counseling for six (6) first time homebuyers.
- Continued reconstruction of two (2) homes considered unsuitable for repair and completed disaster-related roof replacements.

2. Suitable Living Environments

- Planned improvements to parks and recreational areas in underserved neighborhoods where at least 51% are low to moderate income thereby serving 2,000 residents annually.
- Continue to prioritize public services through recreational and homeless prevention services for 39 low to moderate-income persons/households.

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
Administration and Planning	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / HOME: \$	Other	Other	1	1	100.00%	1	1	100.00%
Create Affordable Rental Housing Opportunities	Affordable Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	0	0		10	0	0.00%
Create Affordable Rental Housing Opportunities	Affordable Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	0	0		1	0	0.00%

Create Affordable Rental Housing Opportunities	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	1	0	0.00%			
Create Affordable Rental Housing Opportunities	Affordable Housing	CDBG: \$ / HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0		25	0	0.00%
Economic Development Growth	Non-Housing Community Development	CDBG: \$ / HOME: \$	Other	Other	1	0	0.00%			
Housing Delivery	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	10	0	0.00%	6	0	0.00%
Housing Delivery	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	10	0	0.00%	6	0	0.00%
Improve public facilities and community standards	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1	2000	200,000.00%	350	2000	571.43%
Increase the number of Homeowners	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	10	0	0.00%			

Provide public services that address special needs	Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	38		0	38	
Provide public services that address special needs	Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	15	0	0.00%	60	0	0.00%
Provide public services that address special needs	Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	25	17	68.00%	0	17	
Provide public services that address special needs	Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		25	0	0.00%
Rehabilitation to Preserve Existing Housing Stock	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	10	0	0.00%			

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

In the final year of the 2020–2024 Consolidated Plan, the City of Daytona Beach continued to strengthen its service delivery as the community recovered from the COVID-19 pandemic. Some subrecipients faced challenges, including staffing shortages and funding issues, which hindered their ability to continue operations at the same level.

The City’s top priority remains helping low- and moderate-income homeowners who cannot afford essential home repairs, support that improves housing stability and overall quality of life. In PY 2024, the City assisted 10 homeowners with rehabilitation activities funded through federal and non-federal sources. Ten homeowners were assisted with \$274,225.47 in SHIP funds and two (2) homeowners were assisted with \$177,280.76 in CDBG funds. The latter were not recorded because the house were not completed. Due to high housing costs, the City assisted six (6) residents with first-time homebuyer assistance this year under the CDBG and SHIP programs with one (1) household receiving CDBG assistance and five (5) receiving SHIP assistance. \$17,000 in CDBG funds were used to assist the one household. For public facilities and improvements, the City invested \$181,602 in CDBG funds for improvements and equipment at the Dickerson Center which is located in and serves a geographical area in which at least 51 percent of the residents are low to -moderate -income persons. At least 2,000 persons now use the center annually.

The City also supported 17 households at risk of homelessness through the CDBG program for a total of \$44,236.05. In addition, the City invested \$14,897.25 in CDBG funds to assist the City’s Parks and Recreation Department summer program that provided services to 21 low to moderate-income youth. A total of 38 low- to moderate-income individuals benefited from these public service activities.

CR-10 – Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	12	0
Black or African American	24	0
Asian	0	0
American Indian or American Native	0	0
Native Hawaiian or Other Pacific Islander	0	0
Other mixed-race	3	0
Total	39	0
Hispanic	1	0
Not Hispanic	38	0

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

Narrative

During Program Year 2024, the City of Daytona Beach continued implementation of its Five-Year Consolidated Plan and Annual Action Plan using CDBG and HOME funds to address priority housing and community development needs. Activities focused on affordable housing, public services, and community development benefiting low- and moderate-income residents. While some activities experienced delays due to funding timing and capacity constraints, the City maintained compliance and continued progress toward long-term goals.

The table above includes racial and ethnic data only for non-COVID-related CDBG and HOME funding, as required by IDIS reporting. However, the City maintains comprehensive records on the racial and ethnic demographics of all beneficiaries served through CDBG, CDBG-CV, HOME, and State SHIP programs. Detailed breakdown by activity is provided below for the SHIP program and no CDBG-CV funds were used to assist residents.

Under the CDBG program, a total of 38 households or individuals were assisted of which 12 were white, 24 were Black, and three (3) were of mixed race. One household was Hispanic and 38 were non-Hispanic. Under the SHIP program, a total of 15 applicants have been assisted, of which 13 were Black, and two (2) were White.

Five (5) down payment assistance cases resulted in the expenditure of \$200,000 in SHIP funds and 10 homeowners were assisted with \$274,225.47 in SHIP funds.

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	629,246	\$703,840.33
HOME	public - federal	761,437	\$64,710.10

Table 3 - Resources Made Available

Narrative

Available Funding: In PY2024, the City of Daytona Beach received \$1,390,683 in federal grants (\$629,246.00 in CDBG and \$761,437 in HOME including prior year resources of \$407,358), and \$908,521.00 in State SHIP funds for housing activities.

CDBG and HOME funds were used primarily to support affordable housing activities, public services for special needs populations, and eligible planning and administrative functions. Priority was given to activities that directly benefited low- and moderate-income households and addressed critical housing and service gaps identified in the Consolidated Plan.

Expenditures: In PY2024, CDBG expenditures included \$177,280.76 for owner-occupied single-family rehabilitation including housing rehabilitation administration; \$161,217.54 for rehabilitation administration/activity delivery cost; \$181.602 for a public facility project, and \$59,133.30 for two (2) public service activities. An additional \$107,606.53 supported CDBG planning and administration.

In PY2024, HOME funds supported \$64,710.10 in administration expenditures. SHIP expenditures included \$274,225.47 for housing rehabilitation, and \$200,000 for first-time homebuyer downpayment assistance.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City Wide	74%	74%	Activities are funded based on LMI beneficiaries
LMI areas	26%	26%	Activities are funded within LMI areas

Table 4 – Identify the geographic distribution and location of investments

The City allocates its federal grant funds mainly on a citywide basis, with targeting determined by low-income eligibility criteria based on household income and family size. For area-benefit activities, such as public facilities and infrastructure improvements, funding is directed to areas where at least 51% of the population is classified as low-to-moderate income. The City expended 74% of CDBG funds for a project or service that benefited residents having 80% or below household income and lived within the city limits of Daytona Beach. Twenty-six percent of CDBG funds were spent in LMI areas.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City of Daytona Beach’s Affordable Home Ownership Assistance Program has helped secure private mortgages for six (6) low-income households, leveraging a total of **\$1,252,637.50** in private lending for its DPA program. The City uses State Housing Initiatives Partnership (SHIP) funds to support affordable housing and meet HUD HOME match requirements. In some cases, the City contributes real property (lots) to further reduce project costs; however, no lots were contributed during this program year.

Under the HOME Program match requirement, the City of Daytona Beach must contribute at least 25% non-federal local funds to match its HOME allocation. For 2024, after deducting 10% for administration, the required match is \$79,668.

During the PY2024 CAPER period, the City leveraged State SHIP funds of \$274,225 for owner-occupied housing rehabilitation and \$200,000 for homeownership assistance. The SHIP assistance qualify as a non-federal match. These investments demonstrate that the City exceeded the required match and has credit available for future years.

For the past four years, the City received a 100% HOME match reduction due to severe fiscal distress, based on its poverty rate and per-capita income. HUD did not issue match reductions for PY2024, so the standard requirement applies.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$ 0
2. Match contributed during current Federal fiscal year	\$474,225
3 .Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$474,225
4. Match liability for current Federal fiscal year	\$ 79,668
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$394,557

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	32,889.32	32,889.32	0	0.00

Table 7 – Program Income

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Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Number						
Dollar Amount						
Sub-Contracts						
Number						
Dollar Amount						
	Total	Women Business Enterprises	Male			
Contracts						
Number						
Dollar Amount						
Sub-Contracts						
Number						
Dollar Amount						

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number						
Dollar Amount						

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired						
Businesses Displaced						
Nonprofit Organizations Displaced						
Households Temporarily Relocated, not Displaced						
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number						
Cost						

Table 10 – Relocation and Real Property Acquisition

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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	29	1
Number of Special-Needs households to be provided affordable housing units	1	0
Total	30	1

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	25	0
Number of households supported through The Production of New Units	2	0
Number of households supported through Rehab of Existing Units	3	0
Number of households supported through Acquisition of Existing Units	0	1
Total	30	1

Table 12 – Number of Households Supported

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

Recovery from Hurricane Milton in October 2024, combined with ongoing program redesign efforts, continued to impact operations during the 2024–2025 program year. As a result, implementation of regular federal grant programs was delayed and overall spending slowed. Neighborhood Services staff prioritized recovery efforts, processing grants for eligible homeowners, renters, and businesses in coordination with federal, state, and local partners.

Discuss how these outcomes will impact future annual action plans.

During the reporting period, the Department continued its transition and engaged consultants to enhance staff capacity and program delivery. These improvements supported better compliance and operational efficiency.

In the future, the City will use current outcomes to refine project selection to shovel-ready and mixed financing; improve internal processes; and set realistic, measurable goals. Future Annual Action Plans will continue to prioritize the needs of low- to moderate-income residents, guiding the use of CDBG and HOME funds toward eligible, high-impact activities aligned with HUD guidelines.

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	35	0
Low-income	4	0
Moderate-income	0	0
Total	39	0

Table 13 – Number of Households Served

Narrative Information

Composition includes households assisted using CDBG and HOME funding. The number of households served by activity during the 2024 program year was as follows:

The City remains committed to supporting extremely low-, low-, and moderate-income residents, as well as the homeless, through direct efforts and partnerships with local agencies and subrecipients. Due to limited funding, the City collaborates with the Daytona Beach Housing Authority to address affordable rental housing needs and with Allen Community Development, a public service subrecipient, to provide housing and supportive services for the homeless. The City found it difficult to find non-profit developers that met the requirements of the HOME CHDOs. The following HOME-funded addresses are within their affordability period and are inspected annually:

1. 230 Fulton St.
2. 817 Maley St. (Single Family)
3. 628 Tucker St. (Single Family)
4. 516 Tomoka Rd. (Single Family)
5. 570 Wallace St. (Duplex)

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 Daytona Beach addressed the needs of unsheltered homeless individuals by funding a program focused on serving homeless, indigent, and special needs populations. Through the CDBG Public Service category, the City supported Allen Daytona Development's Restoration House Program, which offers shelter, affordable rental housing, credential restoration, counseling, and job placement assistance.

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

Emergency shelter and transitional housing remain active priorities for both the City of Daytona Beach and Volusia County. In 2019, the City utilized non-HUD funding to construct a 120-bed homeless shelter, which continues to serve individuals experiencing homelessness in the area. While the facility represents a major investment in addressing immediate housing needs, the City has not expanded its use of HUD grant funds for additional homeless transition services due to limited funding and the prioritization of other eligible activities. As a result, efforts to support transitions to permanent housing and independent living have primarily been led through partnerships and non-grant resources.

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.

The City of Daytona Beach supports efforts to prevent homelessness, particularly among extremely low-to low-income individuals and families, through its Affordable Home Ownership Assistance Program. This program helps those at risk of homelessness, including individuals discharged from publicly funded institutions or receiving support from housing, health, and social service agencies, to achieve stable housing through homeownership.

The program provides down payment and closing cost assistance to qualified first-time homebuyers, including those who are homeless or at risk of becoming homeless. In addition, the City offers comprehensive housing counseling services to support long-term housing stability. These services include financial literacy education, credit counseling, home maintenance workshops, and foreclosure prevention, all aimed at equipping residents with the tools needed to maintain housing and avoid displacement.

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.

Emergency shelter and transitional housing remain key priorities for both the City of Daytona Beach and Volusia County. While the City has not implemented additional HUD-funded programs specifically focused on transitioning individuals from homelessness to permanent housing and independent living, due to limited HUD allocations and funding priorities, it continues to actively collaborate with Volusia County and the Homeless Coalition. These partnerships aim to identify resources and opportunities to support individuals, particularly those exiting publicly funded institutions such as healthcare, mental health, foster care, and correctional systems.

Although the City does not currently operate a dedicated HUD-funded program in this area, it remains committed to collaborating with partner agencies to ensure that residents at risk of or experiencing homelessness have access to essential services and support. This is an ongoing and evolving initiative.

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

A local Public Housing Authority (PHA) operates independently within the City of Daytona Beach and is primarily responsible for managing and addressing public housing needs. While the PHA functions separately from the City government, the City maintains a strong and collaborative partnership with the agency to support shared goals in meeting the housing needs of low-income residents.

In addition to this coordination, the City of Daytona Beach supports public housing residents through its Affordable Home Ownership Opportunity Program, which provides down payment and closing cost assistance. This initiative helps qualifying PHA residents transition from rental assistance to homeownership, promoting self-sufficiency and reducing long-term reliance on public housing.

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

The City of Daytona Beach partners closely with the local Public Housing Authority (PHA), which operates independently but shares the City's commitment to supporting low-income residents. As part of this collaboration, the City promotes programs and services to PHA clients that encourage self-sufficiency and long-term housing stability.

One key resource offered by the City is the Affordable Home Ownership Opportunity Program, which provides down payment and closing cost assistance to income-eligible households, including PHA residents, helping them transition from rental housing to homeownership.

Additionally, the local PHA administers a Family Self-Sufficiency (FSS) Program, which is designed to help Section 8 voucher holders achieve economic independence. Under this program, qualified participants may use their Housing Choice Vouchers not only for rental assistance but also to help pay a mortgage on an approved home, further supporting the transition to homeownership.

While no PHA residents accessed City-funded homeownership assistance during this program year, the City remains committed to expanding outreach and strengthening collaboration with the PHA to promote these pathways toward self-reliance and housing stability.

Actions taken to provide assistance to troubled PHAs

Beyond collaborative workshops and public trainings, no further actions were taken to assist the local Public Housing Authority during the 2024–2025 program year. To the City's knowledge, the PHA was not designated as troubled. However, if such a designation were to occur, the City would continue its cooperative efforts to support affordable housing for low-income households.

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 of Daytona Beach continues to take proactive steps to reduce barriers to affordable housing. A key action includes adopting language in its Land Development Code (Article 6, Section 6.22), which outlines specific incentives and strategies designed to facilitate the development of affordable housing.

As part of these efforts, the City offers the following benefits for qualifying affordable housing projects:

- Expedited permitting to accelerate project approvals beyond the standard timeline for other housing types.
- A 50% reduction in permit filing fees to lower development costs.
- Flexibility in property setback requirements to allow for more site-efficient designs and reduce regulatory constraints.

In recent discussions, City officials have reaffirmed their commitment to reducing regulatory and financial barriers by exploring additional incentives and engaging with developers and community stakeholders. These efforts are part of a broader strategy to expand affordable housing options and meet the needs of low- to moderate-income residents across the city.

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

The City of Daytona Beach continues to take proactive steps to address underserved needs, with affordable housing as a key priority. Despite limited funding, City leadership remains committed to expanding access through initiatives like exploring a Linkage Fee policy to support affordable housing development and partnering with local developers to increase homeownership opportunities.

Beyond housing, the City recognizes other barriers impacting residents, including limited transportation, workforce development gaps, and access to supportive services like childcare and mental health care. To address these, the City collaborates with regional partners and service providers while also working to streamline internal operations for more efficient program delivery. These efforts reflect a broader commitment to improving the quality of life for low- to moderate-income residents.

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

The City of Daytona Beach continues to take active measures to reduce lead-based paint hazards in compliance with HUD regulations and in alignment with the Lead Safe Housing Rule (24 CFR Part 35). All clients receiving housing services are informed of the potential risks associated with lead-based paint, and educational materials are distributed as part of program outreach and intake.

As part of its rehabilitation and housing assistance programs, the City conducts lead-based paint inspections and risk assessments on all properties constructed before 1978, which are considered at higher risk for lead exposure. These evaluations are completed during the work specification and property assessment phase.

If lead-based paint hazards are identified, the City ensures that all required abatement or interim controls are carried out by certified lead professionals, in accordance with HUD and EPA standards. Clearance testing is conducted before the unit can be approved for assistance or occupancy.

For homebuyer assistance projects, the City requires that sellers of pre-1978 homes complete a lead-based paint disclosure certification, stating the known presence or absence of lead hazards. This is in addition to the City's own required property inspections.

Through these actions, Daytona Beach aims to ensure that assisted housing is safe and compliant, and that vulnerable populations—particularly children and pregnant women—are protected from lead exposure risks.

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

To help reduce the number of families living in poverty, the City of Daytona Beach partnered with Allen Community Development Organization through a CDBG Public Service Activity. This initiative focused on expanding economic opportunities and promoting stability for individuals experiencing homelessness, indigence, or other special needs, particularly those living below the poverty level.

Through this partnership, services provided included affordable transitional shelter, individualized counseling, job placement assistance, and substance abuse support, including drug and alcohol addiction counseling. These services aimed to improve self-sufficiency, reduce housing instability, and support long-term pathways out of poverty for Daytona Beach's most vulnerable residents.

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

To enhance its institutional structure, the City of Daytona Beach maintained regular collaboration with advisory boards, housing partners, community development committees, and contractors. These efforts aimed to identify and address service gaps, improve coordination, and strengthen the delivery of affordable housing programs.

As part of its capacity-building strategy, the City focused on stabilizing operations in the aftermath of Hurricanes Ian and Nicole. This included engaging consultants to support key functions such as HUD program compliance, environmental reviews, and technical oversight. These consultants played a vital role in ensuring regulatory adherence and helping staff navigate complex federal requirements during a period of staffing transitions.

Although no significant structural barriers to affordable housing were identified during the program year,

the City remains committed to building internal capacity, streamlining program operations, and maintaining strong partnerships to meet the housing needs of low- and moderate-income residents.

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

The City of Daytona Beach has taken several actions to strengthen coordination with service providers and improve public access to housing-related resources. These efforts are part of a broader strategy to ensure residents, especially those in underserved communities, are informed and connected to available support.

During the program year, the City actively participated in community events, including housing and health fairs, to engage directly with residents and local organizations. At these events, the City distributed housing program materials, educated attendees about available services, and provided one-on-one guidance on housing assistance options.

To promote education and compliance with Fair Housing laws, the City hosted a Fair Housing Workshop open to homeowners, tenants, landlords, and the general public. The workshop focused on educating participants about their rights and responsibilities under federal fair housing regulations.

In addition, the City continued to disseminate housing program brochures—which prominently feature the HUD Equal Housing Opportunity logo—to a wide network of partners, including social service agencies, housing advocacy groups, nonprofit organizations, and churches. These outreach efforts are designed to expand awareness, improve coordination among service providers, and ensure that accurate and timely housing information reaches residents across the community.

Through these coordinated activities, the City aims to foster a more inclusive and well-informed housing environment, while strengthening cross-sector partnerships to better serve low- and moderate-income households.

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

During Program Year 2024, the City of Daytona Beach undertook proactive fair housing outreach and education efforts through support and promotion of the Community Resource Fair: 'Unlocking Barriers to Homeownership,' held October 19, 2024, at Allen Chapel AME Church.

The event was designed to reduce barriers identified in the City's Analysis of Impediments, including limited access to credit, lack of financial literacy, and limited awareness of housing resources among low- and moderate-income households and minority communities. Services provided included:

- One-on-one counseling with HUD-Certified Housing Counselors
- Free credit reports and credit repair guidance

- Mortgage pre-approvals
- Education on down payment assistance and affordable housing programs
- Workshops on credit building, financial literacy, mortgage readiness, heir property, wills, probate, and estate planning

The City partnered with Mid-Florida Housing Partnership, HUD, Bethune-Cookman University, financial institutions, legal service providers, and housing organizations to ensure broad access to housing information and resources.

To affirmatively market the event and maximize participation, the City promoted the Fair across official social media platforms, distributed information through City departments, and coordinated inclusion in the Mayor's newsletter. A public service announcement and digital registration link were also utilized to expand outreach.

These efforts support the City's obligation to affirmatively further fair housing by increasing access to housing counseling, credit education, and homeownership opportunities for protected classes and underserved populations. No fair housing complaints were received during the program year.

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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 Daytona Beach employs a structured, risk-based monitoring system to ensure HUD-funded activities comply with federal regulations and support the goals outlined in the Consolidated Plan. Monitoring includes desk reviews, on-site visits, and annual evaluations, focusing on program performance, financial compliance, and beneficiary eligibility. Subrecipients receive written feedback and must complete corrective actions, if required.

To ensure long-term compliance, the City enforces written agreements detailing affordability periods, income qualifications, and recapture provisions. Follow-up inspections and income verifications are conducted throughout the compliance period to confirm continued eligibility and program adherence.

For comprehensive planning compliance, all activities are aligned with the Consolidated and Annual Action Plans. The City conducts need assessments, engages in public participation, and coordinates with housing partners and the Continuum of Care to ensure programs reflect community priorities and HUD objectives.

Various City staff also obtain and review HUD publications, updates, and website information to maintain awareness of any program regulation changes and attend grant trainings and workshops deemed necessary. Also, the City of Daytona Beach is audited and inspected annually by independent auditors, which includes testing the CDBG and HOME program year activity.

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.

As required, the CAPER was made available for public review and comment for a minimum of 15 days prior to submission to HUD. A Public Notice announcing the availability of the report was published in a local newspaper and posted on the City Hall Public Notices bulletin board from [REDACTED], 2026 through [REDACTED], 2026. The notice invited citizens to review the 2024–2025 Consolidated Annual Performance and Evaluation Report (CAPER) and provide comments.

The City provided multiple opportunities for public input, ensuring accessibility for minorities, individuals with disabilities, and Spanish-speaking residents.

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.

During the reporting period, newly appointed Department staff continued refining the design of the City’s CDBG and HOME programs to enhance clarity and improve overall performance. As previously noted, staff collaborated closely with consultants to update program policies and procedures and collaborated with HUD field office staff to address compliance issues that predated the arrival of the new Housing Administrator. An area of focus was developing and implementing a workout plan to meet the City’s CDBG timeliness ratio.

Despite these ongoing adjustments, the City’s program delivery remained effective and responsive to community needs. All grant-funded activities fulfilled at least one of HUD’s national objectives.

Looking ahead, the City does not expect significant changes in community needs or service delivery before the next Consolidated Plan cycle. Any adjustments to programming are anticipated to be minimal.

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-50 - HOME 24 CFR 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in 24 CFR §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Not applicable.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)

The City's affirmative marketing actions for HOME units entail providing the general public information about available HOME program and services and participating in community fairs/events for homeowners and tenants to learn more about fair housing laws. Flyer/Brochure information is also provided to social service providers, housing advocacy groups, churches, and other organizations.

The City of Daytona The City partnered with Mid-Florida Housing Partnership, HUD, Bethune-Cookman University, financial institutions, legal service providers, and housing organizations to ensure broad access to housing information and resources.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

During the period, program income was received and used as indicated below. Also, see attachment 2 for details.

HOME Program Income (PY2024-2025) = \$32,889.32 (two payments) – used for housing rehabilitation.

Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 24 CFR 91.320(j)

The City of Daytona Beach fosters and maintains affordable housing primarily through its Affordable Home Ownership Assistance Program, which provides down payment and closing cost assistance to low-income, first-time homebuyers. This program enables families who may not otherwise have the financial means to purchase and occupy a safe, decent, and affordable single-family home. Support services also include home inspections, minor repairs, and, in some cases, lot contributions. Private mortgage lender funds are leveraged to maximize program impact.

Additional housing support was provided through a partnership with Allen Community Development Organization, which offers shelter and counseling services to homeless and indigent individuals.

The City continues to reserve the required 15% HOME set-aside for Community Housing Development Organizations (CHDOs) and is actively working to attract qualified private-sector and small-scale nonprofit developers interested in obtaining HOME CHDO certification. While the City has not partnered with a new CHDO since the previous organization dissolved due to noncompliance, it is strengthening oversight and accountability measures to support successful future partnerships. The City remains committed to expanding its pool of eligible CHDO partners and facilitating certification for capable development entities to ensure effective and compliant use of HOME funds.

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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 14 – 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 15 – Qualitative Efforts - Number of Activities by Program

During the period, the construction projects funded by federal grants were below the \$100,000 threshold for tracking HUD Section 3 compliance. If a contractor or subcontractor receives less than \$100,000 and a construction project is less than \$200,000 compliance with Section 3 is not required.

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ATTACHMENTS

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**Attachment A- PR 26 - CDBG and CDBG-CV Financial Summary Report
– Daytona Beach PY2024**

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Attachment B- PR -9 Program Income Report – Daytona Beach PY2024

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Attachment C- Daytona Beach Proof of Public Notice -FY2024 CAPER

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Attachment D - Public Comment Logs – Daytona Beach 2024 CAPER

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