

# Policy Briefing Summary

## City Council



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<b>Regarding:</b>	<b>Resolution for the Consolidated Annual Performance and Evaluation Report (CAPER) for the Program Year 2024-25 Community Development Block Grants and HOME Investment Partnerships Programs (2nd reading)</b>
<b>Staff Contact(s):</b>	Anthony Warn, Grants Analyst, Taylor Harvey-Ryan, Grants Program Manager
<b>Presenter:</b>	<b>Anthony Warn, Grants Analyst</b>
<b>Date of Proposed Action:</b>	September 2, 2025

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### Issue

HUD guidelines require localities participating in programs funded by the U.S. Department of Housing & Urban Development (“HUD”) to report on their annual accomplishments at the end of each program year by submitting a locally approved Consolidated Annual Performance and Evaluation Report (“CAPER”) after the conclusion of each program year.

### Background / Rule

The City of Charlottesville (“City”) is an Entitlement Community (“EC”) participating in HUD’s Community Development Block Grants (“CDBG”). The City is also a member of the Thomas Jefferson HOME Consortium (“TJHC”) in partnership with the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in HUD’s HOME Program. Each year, city staff and staff from the Thomas Jefferson Planning District Commission (“TJPDC”) collaborate to prepare the CAPER.

### Analysis

During the 2024-25 program year (“PY24”), the City awarded CDBG funds to six (6) Charlottesville-based nonprofits and one (1) Regional Housing Authority in support of nine (9) community-development activities focused on economic development, public facilities & infrastructure, affordable housing and public services. Similarly, through its participation in the THJC consortium, the City awarded HOME funds to two (2) local nonprofits to support the development of affordable housing opportunities for income-eligible city residents.

As per HUD regulations, the draft 2024-25 CAPER must be made available for public review and comment and will be available for public comment from August 11 through September 1, 2025, online at <https://tjpc.org/public-comment-draft-caper-py24/> or by contacting Laurie Jean Talun, [LJTalun@tjpc.org](mailto:LJTalun@tjpc.org) (434-422-4080), and/or Anthony Warn, [warna@charlottesville.gov](mailto:warna@charlottesville.gov) (434-906-2582).

### Financial Impact

Review and approval of the CAPER does not involve the appropriation of funds from the city’s General Fund. As such, no adverse impacts to the City’s budget are anticipated. Rather, approval of the CAPER is an important step in ensuring the City’s continued ability to participate in the CDBG and HOME programs and, by extension, the ability of the TJHC members to participate in the HOME program as well.

### Recommendation

Based on the demonstrated benefits to the Charlottesville community and to the communities of TJHC members, staff recommends that Council approve the 2024-25 CAPER as presented here before Council.

**Recommended Motion (if Applicable)**

"I move approval of the RESOLUTION to approve the Consolidated Annual Performance and Evaluation Report ("CAPER") for program year 2024-25 (PY24)."

**Attachments**

1. CAPER 2024-25 Resolution to Approve (City Council)
2. CAPER PY24 Public Notice and Public Comment Period WEB
3. CAPER 2024-25 Draft Available for Public Comment WEBrev