



# DRAFT 2025 CAPER

May 30, 2026

[Abstract](#)

2025 Consolidated Annual Performance and Evaluation Report

City of Duluth Planning and Economic Development

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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.

The 2025 program year is the first year for the 2025- 2029 Consolidated Plan. Although many goals were met, there were some, such as construction projects, that usually take longer than a year to complete due to Duluth's short construction season. Fortunately, during this period the City, working with the agencies, were able to address many of the goals and provide additional affordable housing opportunities and services to low-income people. Many of these programs helped people “get their start” to become more self sufficient and success in not needing additional assistance.

### 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
Affordable Housing	Affordable Housing Public Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	250	0	0.00%	20	0	0.00%
Affordable Housing	Affordable Housing Public Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	250	0	0.00%			
Affordable Housing	Affordable Housing Public Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	50	0	0.00%	25	0	0.00%

Affordable Housing	Affordable Housing Public Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	300	0	0.00%	50	0	0.00%
Basic Needs	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	350000	60277	17.22%	66505	60277	90.64%
Basic Needs	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		324	0	0.00%
Community Development Facilities	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	350000	0	0.00%	55207	0	0.00%
Homelessness	Homeless	CDBG: \$ / HOME: \$ / ESG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	15000	0	0.00%			
Homelessness	Homeless	CDBG: \$ / HOME: \$ / ESG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	150	0	0.00%	40	0	0.00%

Homelessness	Homeless	CDBG: \$ / HOME: \$ / ESG: \$	Homeless Person Overnight Shelter	Persons Assisted	8000	0	0.00%	2264	0	0.00%
Homelessness	Homeless	CDBG: \$ / HOME: \$ / ESG: \$	Homelessness Prevention	Persons Assisted	0	0		26	0	0.00%
Homelessness	Homeless	CDBG: \$ / HOME: \$ / ESG: \$	Other	Other	1000	0	0.00%	220	0	0.00%
Living Wage Jobs	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15000	513	3.42%	530	513	96.79%
Living Wage Jobs	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	60	0	0.00%	19	0	0.00%
Staff Administration	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / HOME: \$ / ESG: \$	Other	Other	1	0	0.00%	1	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.**

## 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	27,999	22
Black or African American	8,489	1
Asian	215	0
American Indian or American Native	21,021	19
Native Hawaiian or Other Pacific Islander	76	5
<b>Total</b>	<b>57,800</b>	<b>47</b>
Hispanic	0	0
Not Hispanic	57,800	47

Describe the clients assisted (including the racial and/or ethnicity of clients assisted with ESG)

	HESG
American Indian, Alaska Native, or Indigenous	0
Asian or Asian American	0
Black, African American, or African	0
Hispanic/Latina/e/o	0
Middle Eastern or North African	0
Native Hawaiian or Pacific Islander	0
White	0
Multiracial	0
Client doesn't know	0
Client prefers not to answer	0
Data not collected	0
<b>Total</b>	<b>0</b>

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

### Narrative

Information is currently being gathered.

The information in the above chart is not complete and does not accurately represent the population. Due to a computer system error in the IDIS system, the chart does not list: American

Indian/Alaska Native & White; Asian & White; Black/African American & White; American Indian/Alaska Native & White; and Other Multi-Racial information.

**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	2,591,913	
HOME	public - federal	520,106	
ESG	public - federal	206,755	

**Table 3 - Resources Made Available**

**Narrative**

Funds were appropriately spent for the 2025 Program Year. Although the amount expended on Public Services exceeded the 15% limitation, it was allowable due to the overage being allocated towards the SOAR Career Solutions Duluth At Work, Life House Job Training Programs, and START Family Rise Together program. These agencies and their programs are qualified Community Based Development Organizations (CBDO) that conducts job training activities under the Economic Development category. Under the HUD regulations 24 CFR 570.204, CBDO's are exempted from the HUD Public Service Cap, therefore (\$254,000) is exempted from the CDBG cap.

**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**

City of Duluth does not have designated Target 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 Duluth asks agencies to describe their matching and leveraging funds on their applications and then report the specific amounts in their year end report. All of the matching requirements were met. There was no funding allocated to publicly owned land or property within the City of Duluth. Funding was allocated to benefit LMI households.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

**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 begin-ning 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	0	0	0	0

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	0	0	0			
Number	0	0	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 - Minority Business and Women Business Enterprises**

<b>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</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

## 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	350	148
Number of Non-Homeless households to be provided affordable housing units	95	TBD
Number of Special-Needs households to be provided affordable housing units	324	145
<b>Total</b>	<b>2,094</b>	<b>0</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	64	22
Number of households supported through The Production of New Units	14	7
Number of households supported through Rehab of Existing Units	50	33
Number of households supported through Acquisition of Existing Units	8	8
<b>Total</b>	<b>136</b>	<b>0</b>

Table 12 – Number of Households Supported

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

The City of Duluth, like many other communities, is facing an increase in the number of people who are becoming homeless, while the cost of providing supportive programs has increased significantly. In addition, construction costs have also significantly increased which is making it difficult to achieve construction goals.

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

As detailed in the 2025-2029 Consolidated Plan, provide affordable housing for LMI households and for people who have experienced homelessness is key community goal. Funding is being prioritized for housing developments and will continue to be a main category for funding in future action plans.

**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.**

### **Narrative Information**

HUD defines Extremely Low-Income as households that are 0 to 30% of the area median income; and Low Income as 30 to 80% of the area median income. Housing new construction, business development and tenant landlord assistance comprise of the Low-Income assistance, while public services, housing assistance and employment skills provided assistance to the very Extremely Low Income Households.

**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**

During the 2025 program year, the City of Duluth funded CHUM's street outreach program to connect social workers with homeless youth and adults. Staff at CHUM go throughout Duluth looking for clients that could be sleeping under bridges, in abandoned buildings and homes, or living in the woods. Once staff are able to identify where clients choose to sleep, an evaluation of basic needs is completed and hygiene items, clothing, blankets, etc. are provided to clients that need them. At this point, it is determined if a case file will be created for the client in an effort to set goals and start working their way out of homelessness, or, if the client chooses to not start a case file, the outreach worker continues to engage the client if that is something that they are open to. CHUM was able to connect with over 100 people.

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

All emergency shelter and transitional housing options funded by the City of Duluth participate in Coordinated Entry as a part of the Saint Louis County Continuum of Care Program. The City of Duluth, in addition to using ESG Flex Funds (emergency assistance to clients facing eviction, or in need of rental deposit assistance), leverages funds from Saint Louis County's FHPAP program to assist individuals and families access housing or remain in their homes. The 2025 program goal was to assist many individuals or families during the program year. Flex funds are provided to people in need through case management at ESG contract agencies. Case managers meet weekly to prioritize service need and determine if ESG would be an appropriate funding source to assist their clients staying with housing stability so they will not become homeless.

**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**

Through CDBG Public Service funds, the City of Duluth supports a plethora of services that address housing, health, social services, employment, and youth needs. CHUM, Damiano Center, and The Salvation Army provide food access across Duluth through food pantries and on-site meals. MACV provides case management to veterans and their families. Life House provides a drop-in center for

homeless and at-risk youth. Safe Haven provides shelter for those experiencing domestic violence. Overall, the City of Duluth works with over 20 different programs to provide critical public services to LMI families in the community.

**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**

In coordination with the Saint Louis County Continuum of Care (CoC), the City of Duluth funds a portion of the Coordinated Entry Coordinator who manages the CoC waitlist, works with sub recipients to input data into HMIS correctly, in addition to ensuring that the hardest to house are housed as soon as units become available. To further shorten the time of those experiencing homelessness, sub recipients, the City of Duluth, and the Saint Louis County CoC established monthly meetings where all participating agencies meet to discuss any client housing issues, and work as a cohort to ensure the system works well. Providing this opportunity allows consistent partnership and new staff training, while simultaneously correcting systemic issues and improving the overall process.

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

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

The City of Duluth does not spend any CDBG, HOME, or ESG funds to address the needs of Public Housing. The Duluth HRA utilizes various other resources to keep public housing units in good repair through its use of its annual HUD Capital Fund grant, occasional use of energy performance contracting, and use of general obligation bond funded loans provided by the Minnesota Housing Finance Agency, when appropriated by the state legislature. The HRA has also used its local levy resources to augment such funds when needed.

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

HRA has regular meetings during the year with its Resident Advisory Board (RAB) and also promotes resident attendance at high rise resident club meetings. Staff are made available to attend Club meetings as warranted and requested. The HRA also has a self-sufficiency program and a Section 8 Homeownership program, both of which were promoted during the year. The HRA also has a Public Housing Outreach program which provides various information and referral of interest to residents on a regular basis.

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

NA

## **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)**

CDBG- and HOME-funded rehab projects were completed during Program Year 2025, with all code and lead-based paint issues addressed, and the resulting housing units assessed for healthy home deficiencies.

One Roof Community Housing acquired, rehabbed, and sold formerly vacant or foreclosed properties in the Central and East Hillside, Lincoln Park, and West Duluth neighborhoods. These properties are systematically enrolled in One Roof's Community Land Trust program, which preserves long-term housing affordability while encouraging homeownership. One Roof also build new single-family homes to be sold to LMI homeowners as part of the Community Land Trust program.

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

CDBG funds were utilized for the Tenant Landlord Connection, which provides services to landlords and tenants. Services include education on fair housing rules, responsible renting, lead based paint hazards, education on rights and responsibilities, and mediation between landlords and tenants. These services help alleviate homelessness by mediating disputes and thereby reducing the number of evictions of individuals and families. HOME funds provided tenant based rental assistance for homeless, formerly homeless, and "hard to house" persons. This assistance is part of the Coordinated Entry system in Duluth, which involves several partners addressing homelessness.

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

The City partnered with the Duluth Housing and Redevelopment Authority to work to reduce lead-based paint hazards. The HRA's staff during this period included a number of lead-certified inspectors, which allowed for a timely and thorough review of lead-based paint risks in affordable housing projects.

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

The City collaborated with partners to review services for families that might be experiencing or were at risk of poverty. Through strong partnerships with sub-recipients Center City Housing Corporation and CHUM, services were provided to at-risk families at Steve O'Neil Apartments and the CHUM Shelter. Additional services of youth programming including educational and job training were provided through the Life House Futures program and the Family Freedom Center Skilled Trades, Arts, Robotics, and Technology program. The City worked with its affordable housing providers to consider future options for family supportive housing. CDBG funds supported Goodwill, who operates the High-demand, Living-wage, Job Training program, which helps low-income people to receive training, get hired, and

increase their income. Additionally, Entrepreneur Fund assists low-income business owners to increase their revenue.

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

Duluth's Tenant Landlord Connection (TLC) is managed and staffed by One Roof Community Housing. The TLC educates existing and potential landlords and tenants of their respective rights and responsibilities; it mediates disputes, helps work to avoid evictions whenever possible, provides Ready-to-Rent classes for hopeful tenants looking to improve their or establish their rental history, and refers individuals experiencing discrimination to fair housing resources.

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

Duluth's Tenant Landlord Connection (TLC) is managed and staffed by One Roof Community Housing Organization. The TLC educates existing and potential landlords and tenants of their respective rights and responsibilities; it mediates disputes, helps work to avoid evictions whenever possible, provides Ready-to-Rent classes for hopeful tenants looking to improve upon or establish their rental history, and refers individuals experiencing discrimination to fair housing resources.

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

The Department of Housing and Urban Development requires the City of Duluth, a recipient of HUD funding, to affirmatively further fair housing in accordance with the Federal Fair Housing Act of 1968, which prohibits discrimination in the sale, rental, or financing of housing.

HUD Secretary Scott Turner filed the following revisions to HUD's regulation governing the Fair Housing Act on February 28, 2025:

24 CFR Part 5.150 Affirmatively Furthering Fair Housing: Definitions.

(a) The phrase "fair housing" in 42 U.S.C. 5304(b)(2), 5306(d)(7)(B), 12705(b)(15), and 1437c-1(d)(16) means housing that, among other attributes, is affordable, safe, decent, free of unlawful discrimination, and accessible as required under civil rights laws.

(b) The phrase "affirmatively further" in 42 U.S.C. 5304(b)(2), 5306(d)(7)(B), 12705(b)(15), and 1437c-1(d)(16) means to take any action rationally related to promoting any attribute or attributes of fair housing as defined in the preceding subsection.

24 CFR Part 5.151 Affirmatively Furthering Fair Housing: AFFH Certifications.

A HUD program participant's certification that it will affirmatively further fair housing is sufficient if the participant takes, in the relevant period, any action that is rationally related to promoting one or more attributes of fair housing as defined in section 5.150(a). Nothing in this paragraph relieves jurisdictions of their other obligations under civil rights and fair housing statutes and regulations.

The City of Duluth certifies that it affirmatively furthers fair housing in accordance with the Fair Housing Act of 1968 and in accordance with the revisions filed by HUD on February 28, 2025.

## **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**

All CDBG, HOME, and ESG funded programs receive this type of monitoring based upon a risk assessment. Every individual community development project is monitored annually. This is done through either a program desk monitoring or by an on-site monitoring that inspects and reviews client records using the HUD Monitoring spreadsheets. In addition, financial monitoring is conducted on all of the agencies through audit reports. During onsite visits, staff verifies that program activities are meeting a national objective, people are being served, and that funds are expended appropriately on eligible activities. Staff also reviews the Agency's policies and procedures, including their communication and outreach plans. Specific activities, such as the Entrepreneur Fund actively outreaches to minority owned businesses to include them in their business co-hort. HRA, One Roof and Eco 3 participate in the MBWE programs. The Imagine Duluth 2035 Comprehensive Plan was adopted on June 25 of 2018 and it includes principles to insure fair housing and equity.

## **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.**

A public notice about the 2025 CAPER was published on May 30, 2026 in the Duluth News Tribune. The draft 2025 CAPER was available on the City's Website and at the three libraries. A public hearing on the 2025 CAPER and the agencies performance will be held at meeting open to the public on June 16. Agencies were notified of these meetings are expected to attend.

**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.**

Based on community input and housing data, the Committee chose to continue recommending a stronger funding focus on affordable housing in 2025. This was to meet the needs that were identified during community input through the Imagine Duluth 2035 Comprehensive Plan process in addition to the annual community needs survey, and other input opportunities held throughout the year.

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

No

## **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.

Seven rental properties that received HOME funds are still within their respective affordability periods. The City of Duluth tracks a project at the following milestones: initial project approval; during construction; at construction completion; and the subsequent monitoring visits in compliance with HOME regulations. Four buildings require an on-site building inspection for program year 2025: Burke Apartments, New San Marco, Steve O'Neil Apartments, and Garfield Square. The remaining three buildings are up to date on their inspections: Center for Changing Lives, Birchwood, and Windwood Townhomes.

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

Agencies receiving HOME funds are required to submit an Affirmative Marketing Plan to the City of Duluth at which time it is reviewed for consistency, fairness, and to ensure that programs are adequately marketed to community members.

### **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**

For the 2025 Program Year, there was no program income.

### **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)**

Recognizing the need for gap financing for affordable housing projects, the City of Duluth works with Developers seeking Low Income Housing Tax Credits from the State of Minnesota. The City coordinates proposal review in partnership with St. Louis County Health and Human Services Division Staff, the HRA, and the Affordable Housing Coalition of Duluth. Projects that meet local housing priorities are presented to Duluth City Council for project support, which is included with Developers applications to MN Housing. During this program year, City Council supported two projects for 2026 Round 1 Tax Credits.

Additionally, the City of Duluth works with local Developers to support Tax Abatement or Tax Increment Financing when appropriate to assist mixed-income housing development. When public assistance is utilized, the City of Duluth negotiates units to be rent restricted/affordable units.

### CR-58 – Section 3

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

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	1	7	0	0	0
Total Labor Hours	140	1,300			
Total Section 3 Worker Hours	0	0			
Total Targeted Section 3 Worker Hours	0	0			

**Table 13 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.	1	7			
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Table 14 – Qualitative Efforts - Number of Activities by Program

**Narrative**

**CR-60 - ESG 91.520(g) (ESG Recipients only)**

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

**1. Recipient Information—All Recipients Complete**

**Basic Grant Information**

**Recipient Name** DULUTH  
**Organizational DUNS Number** 077627883  
**UEI**  
**EIN/TIN Number** 416005105  
**Identify the Field Office** MINNEAPOLIS  
**Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance**

**ESG Contact Name**

**Prefix** Ms  
**First Name** Jenn  
**Middle Name**  
**Last Name** Moses  
**Suffix**  
**Title** Manager

**ESG Contact Address**

**Street Address 1** 411 W 1st Street B  
**Street Address 2**  
**City** Duluth  
**State** MN  
**ZIP Code** -

CAPER

Phone Number 2187305302  
Extension  
Fax Number  
Email Address JMoses@duluthmn.gov

**ESG Secondary Contact**

Prefix Mr  
First Name Ben  
Last Name VanTassel  
Suffix  
Title Director  
Phone Number 2187305302  
Extension  
Email Address BVantassel@duluthmn.gov

**2. Reporting Period—All Recipients Complete**

Program Year Start Date 04/01/2025  
Program Year End Date 03/31/2026

**3a. Subrecipient Form – Complete one form for each subrecipient**

Subrecipient or Contractor Name  
City  
State  
Zip Code  
DUNS Number  
UEI  
Is subrecipient a victim services provider  
Subrecipient Organization Type  
ESG Subgrant or Contract Award Amount