

SECTION II INTRODUCTION TO THE CAPER (SWITCH WITH EXECUTIVE SUMMARY)

The City must prepare a Consolidated Plan and an annual Action Plan, or strategy, setting forth the upcoming year's activities to receive these funds. These reports provide residents and HUD with information on what it intends to accomplish with this money (and other funds) in the next year. The City prepared a five-year Consolidated Plan for the 2003 – 2008 period, and has submitted action plans to HUD for the first and second program years. All are available for review at public libraries, the Los Angeles Housing Department, the Community Development Department, and other city agencies. This CAPER provides information on project activities representing the first final year of the 2003-2008 Consolidated Plan.

The CAPER also permits HUD and residents to determine whether project goals are realistic, and whether activities and strategies undertaken during the last year actually made an impact on the goals set forth in the Consolidated Plan. This is accomplished by:

- Reviewing the various funds made available and activities leveraged during the reporting period; leveraged means other money or resources used in addition to HUD funds during the year;
- Revealing how the resources were used according to the priorities and strategies established in the Consolidated Plan;
- Summarizing the number of persons or households helped with housing or supportive services during the reporting period; and
- Describing other housing and community related activities during Program Year 2003-2004.

The CAPER also includes the status of projects that were created through reprogramming of CDBG funds during the Program Year 2003-2004.

CAPER SUBMISSION AND REVIEW

Prior to submitting the CAPER to HUD for review, the city must make the report available to the public for examination and comment for a period of at least 15 days. Prior to the CAPER being sent to HUD, the City makes the report available for review by residents and organizations, both in bound versions and on the city's web site. The copies include a summary of comments received from residents. The city supports maximum public participation in preparation and review of the CAPER. Public comments received after the mandatory 15-day comment period will still be received, compiled and acted upon; comments will be forwarded to HUD to be included as a part of the CAPER.

PERFORMANCE CHECKUP

Section IV provides information on the status of individual projects approved in the 2003-2004 Action Plan, and through the annual reprogramming process for CDBG funds. This corresponds to the HUD required section *Assessment of Three- to Five-Year Goals and Objectives*, but is now referred to as the *Performance Checkup*. The Checkup is a new approach to reporting project data in the CAPER, as it incorporates performance measurement and reporting techniques in measuring the *effects* of project activities and programs in the context of the City's overall Consolidated Planning efforts.