

# CITY OF SANTA CLARA

---

**CONSOLIDATED ANNUAL PERFORMANCE  
AND EVALUATION REPORT (CAPER)  
FOR THE PERIOD OF  
JULY 1, 2015 THROUGH JUNE 30, 2016**

*Prepared by:*

*Housing and Community Services Division*

*Department of Community Development*

*1500 Warburton Avenue*

*Santa Clara, CA 95050*

*(408) 615-2490*

*FAX: (408) 248-3381*

Submitted to the U.S. Department of Housing & Urban Development September 30, 2016

# Table of Contents

---

CR-05 - Goals and Outcomes ..... 3

CR-15 - Resources and Investments 91.520(a) ..... 9

CR-20 - Affordable Housing 91.520(b) ..... 14

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c) ..... 16

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)..... 18

CR-40 - Monitoring 91.220 and 91.230..... 22

CR-45 - CDBG 91.520(c) ..... 24

CR-50 - HOME 91.520(d)..... 25

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

Program Year 2015 (City Fiscal Year 2015-2016) was the first year of the five-year Consolidated Plan. Accomplishments exceeded goals in three areas: 1) addressing homelessness through Tenant Based Rental Assistance, 2) delivery of public services through providing grants to nonprofit agencies serving seniors, victims of domestic violence, disabled people looking for housing, seniors, and other services such as food and transportation targeted to the most needy individuals and families, and 3) improving public facilities through accessible curb ramp public works projects. The combination of owner occupied and rental housing rehabilitation goals were exceeded because of the completion of rehabilitation on the 100 unit Liberty Tower senior housing property. The number of completed owner-occupied rehabilitation projects was lower than expected. Concentrated efforts were implemented in the later part of the program year to increase the number of participants for the coming year.

The City experienced its greatest difficulty in achieving its goals for expenditure of HOME funds. Regulations for this funding made it difficult to find eligible housing development or rehabilitation projects that would be able to utilize these funds in a timely manner. The City began to research and will continue to explore feasible options for creating affordable housing through these funds.

### **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. *(Note: Actual Strategic Plan & Action Program Year will show the same numbers as this is year one of the five year plan.)*

Goal	Category	Source / Amount Program Year 2015	Indicator	Unit of Measure	Expected 2015-2020 Strategic Plan	Actual – Strategic Plan	Percent Complete (5-year goal)	Expected Program Year 2015	Actual Program Year 2015	Percent Complete (Program Year 2015)
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ / Successor Housing Agency Program Income: \$	Rental units constructed	Household Housing Unit	8	0	0%	0	0	0%
Affordable Housing	Affordable Housing	CDBG: \$ Prior year funds used HOME: \$ /	Rental units rehabilitated	Household Housing Unit	40	100	250%	8	100	1250%
Affordable Housing	Affordable Housing	CDBG: \$ 157,974 HOME: \$255,096	Homeowner Housing Rehabilitated	Household Housing Unit	250	21	8.4%	50	21	42%
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ Successor Housing Agency Program Income: \$	Tenant-based rental assistance / Rapid Rehousing <i>Reported under Homelessness goal</i>	Households Assisted	65	23	35%	13	23	177%

Goal	Category	Source / Amount Program Year 2015	Indicator	Unit of Measure	Expected 2015-2020 Strategic Plan	Actual – Strategic Plan	Percent Complete (5-year goal)	Expected Program Year 2015	Actual Program Year 2015	Percent Complete (Program Year 2015)
Economic Development	Non-Housing Community Development	CDBG: \$200,000 <i>To be distributed among all Economic Development Indicators</i>	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	0	0%	10	0	0%
Economic Development	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	15	0	0%	3	0	0%
Economic Development	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	25	0	0%	5	0	0%
Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	25	0	0%	5	0	0%
Fair Housing	Affordable Housing Non-Homeless Special Needs	HOME: \$18,798	Public service activities other than Low/Moderate Income Housing Benefit	Households Assisted	220	42	19%	44	42	95%

Goal	Category	Source / Amount Program Year 2015	Indicator	Unit of Measure	Expected 2015-2020 Strategic Plan	Actual – Strategic Plan	Percent Complete (5-year goal)	Expected Program Year 2015	Actual Program Year 2015	Percent Complete (Program Year 2015)
Homelessness	Homeless	CDBG: \$ / HOME: Successor Housing Agency Program Income: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,000	9,973	997%	200	9,973	4,987%
Homelessness	Homeless	CDBG: \$ / HOME: Successor Housing Agency Program Income: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	60	11	18%	12	11	92%
Homelessness	Homeless	CDBG: \$ / HOME: Successor Housing Agency Program Income: \$	Homelessness Prevention	Persons Assisted	200	2	1%	40	2	5%

Goal	Category	Source / Amount Program Year 2015	Indicator	Unit of Measure	Expected 2015-2020 Strategic Plan	Actual – Strategic Plan	Percent Complete (5-year goal)	Expected Program Year 2015	Actual Program Year 2015	Percent Complete (Program Year 2015)
Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	7,933	8,893	112%	7,933	8893	112%
Public Services	Non-Homeless Special Needs	CDBG: \$ / General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	9,265	11,808	127%	9,265	11,808	127%

**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 first year, the City has made significant progress on achieving the goals identified in the five-year Consolidated Plan. The City’s progress toward achievement of goals for affordable housing, homelessness, public services, fair housing, economic development and public facilities are described in the following tables and narrative text.

## 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	9619	53
Black or African American	699	4
Asian	5946	3
American Indian or American Native	199	1
Native Hawaiian or Other Pacific Islander	315	0
Other	4041	7
<b>Total</b>	<b>20819</b>	<b>68</b>
Hispanic	4460	41
Not Hispanic	16359	27

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

### Narrative

The City's program served an ethnically diverse population of individuals and families in program year 2015. The City's sub recipients reported 4041 CDBG and 7 HOME individuals or families under a racial category of "other," the majority of which were reported as having Hispanic ethnicity. As the above table does not provide for reporting for "other" racial status, the races reported do not add up to the totals actually served: 20,819 CDBG and 68 HOME, but the ethnicities do.

## 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	CDBG	1,026,181	2,077,119
HOME	HOME	1,758,440	114,483
Other	Boomerang Funds	0	0
Other	City Affordable Housing Fund	160,000	1,118
Other	Successor Housing Agency Program Income	160,000	32,718
Other	General Fund	66,500	

**Table 3 - Resources Made Available**

### Narrative

The City of Santa Clara used funds from its CDBG and HOME programs to carry out the objectives identified in the City's Five Year Consolidated Plan. These activities supported by these federal funding sources were performed throughout the City, with no directed geographic concentration of resources.

The City received a CDBG entitlement grant of \$858,421 for PY 2015, an increase of 0.3% from PY 2014. During the reporting period, total CDBG expenditures were \$2,077,119.32. CDBG program income totaled \$450,493.08 which was generated by the City's Neighborhood Conservation and Improvement (NCIP) housing rehabilitation program.

The HOME participation grant for the reporting year was \$283,440, a decrease of 13.5% from PY 2014. HOME Program expenditures for the reporting period were \$114,482.82. HOME Program Income totaled \$397,099.87 generated by the City's NCIP Program loan repayments and including bank interest of \$1,338.69. All HOME Program Income was used to supplement the NCIP Program.

The HOME Match Report contained in Table 5 represents calculations for 13 projects which generated \$328,145.76 from foregone property tax assessments. For PY 2015 the City's local match was more than its HOME Program match liability of \$22,258.87 for the year. The City's excess HOME Match balance was \$6,381,480.15 as of June 30, 2016.

The Boomerang Funds were not scheduled to be expended in PY 2015. Of the \$13,970,000 identified in this category, \$5,830,000 is set aside as a land sale reserve. The City Affordable Housing Fund leveraged HOME funds used for Tenant Based Rental Assistance (TBRA) activities. The Successor Housing Agency Program Income Funds leveraged TBRA activities and provided for case management in a cooperative agreement with the County, for an intensive case management program to aim at housing homeless persons referred by the City's Police Department.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	84	100	Citywide
El Camino Real Focus Area	16	0	Research on project eligibility was conducted

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

Research was conducted on possible economic development projects in the City General Plan’s El Camino Real Focus Area, but it was not completed during the Program Year and no activities were initiated.

**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.**

<b>Fiscal Year Summary – HOME Match Report</b>	
1. Excess match from prior Federal fiscal year	6,075,593.26
2. Match contributed during current Federal fiscal year	328,145.76
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	6,403,739.02
4. Match liability for current Federal fiscal year	22,258.87
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	6,381,480.15

**Table 5 – Fiscal Year Summary - HOME Match Report**

For PY 2015, the HOME Match Report shows the City’s local match of \$328,145.76 was more than its HOME program match liability of \$22,258.87 for the year.

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
Briarwood	11/01/2015	0	9,571	0	0	0	0	9,571
Chateau	11/01/2015	0	25,673	0	0	0	0	25,673
Commons	11/01/2015	0	48,141	0	0	0	0	48,141
Cypress	11/01/2015	0	8,907	0	0	0	0	8,907
DeLaCruz	11/01/2015	0	9,092	0	0	0	0	9,092
Homesafe	11/01/2015	0	57,295	0	0	0	0	57,295
Homestead	11/01/2015	0	3,907	0	0	0	0	3,907
Jackson St.	11/01/2015	0	10,850	0	0	0	0	10,850
Liberty Tower	11/01/2015	0	35,655	0	0	0	0	35,655
Main St.	11/01/2015	0	5,669	0	0	0	0	5,669
Shafer House	11/01/2015	0	7,981	0	0	0	0	7,981
Sobrato II	11/01/2015	0	65,741	0	0	0	0	65,741
Westwood	11/01/2015	0	39,664	0	0	0	0	39,664

Table 6 – Match Contribution for the Federal Fiscal Year

Program Income				
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 \$
39,299.66	397,099.87	109,934.18	17,600	326,465

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>						
Number	7					7
Dollar Amount	\$53,249	0	0	0	0	\$53,249
<b>Sub-Contracts</b>						
Number						
Dollar Amount						
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Number	7	2	5			
Dollar Amount	\$53,249	\$13,610	\$39,639			
<b>Sub-Contracts</b>						
Number						
Dollar Amount						

**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					
Dollar Amount	0					

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

**Note- This was not an identified activity in program year 2015 Action Plan.**

**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		<b>0</b>				
Businesses Displaced		<b>0</b>				
Nonprofit Organizations Displaced		<b>0</b>				
Households Temporarily Relocated, not Displaced		<b>0</b>				
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	<b>0</b>					
Cost	<b>0</b>					

**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	0	0
Number of non-homeless households to be provided affordable housing units	0	0
Number of special-needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	13	24
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	50	121
Number of households supported through the acquisition of existing units	0	0
<b>Total</b>	<b>63</b>	<b>145</b>

Table 12 – Number of Households Supported

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

The goal of rehabilitating 50 owner-occupied homes was not reached. However, 21 owner occupied homes were rehabilitated. During the second part of the Program Year an outreach strategy was developed and implemented in response to the anticipated shortfall. This included advertisements in the local paper, an article in the City's newsletter, an insert in the City residents' utility bill, a presentation at the City Senior Center, and program flyers provided to Silicon Valley Power, the City's municipal electric utility, to distribute to their rate assistance customers. An Action Plan amendment was approved to increase the valuation of homes so that more could qualify for HOME funds. This action had a minimal effect during the PY 2015 as it was implemented towards the end of the Program Year. Shortfall can largely be attributed to the high home values in the area, which generally preclude use of HOME funding.

Completion of the Liberty Tower rental senior housing rehabilitation occurred in Program Year 2015, which began in Program Year 2014. This provided improvements affecting 100 senior households.

Rental and/or security deposit assistance was provided to 24 households through two HOME TBRA programs and one locally funded case management program. More detail on this assistance is reported under CR-25 Homeless and Other Special Needs.

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

Outreach for the rehabilitation program will continue for CDBG funding. Other means to utilize HOME funds in a timely manner will be explored and considered.

**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.**

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	5	10
Low-income	105	13
Moderate-income	8	3
<b>Total</b>	<b>118</b>	<b>26</b>

**Table 13 – Number of Persons Served**

## **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 allocated \$110,000 in local funding from its Successor Housing Agency fund to the County of Santa Clara to provide intensive case management to approximately 20 chronically homeless individuals who were identified by the City's Police Department. The County used this funding to provide housing vouchers appropriate to the individual's needs. During the Program Year 7 individuals received case management services and two were housed, much less than the goal of 20. Reasons for not meeting the goal included the difficulty of keeping in touch with some of the clients due to the transitory nature of their locations. Staff turnover in the agency subcontracted by the County to provide the case management added to this difficulty. Late in the Program Year the County was implementing changes to overcome these obstacles, including contracting with a different case management provider.

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

The City provided \$13,187 of CDBG funding to Next Door Solutions for case management support services for residents of HomeSafe Santa Clara, an affordable transitional housing property for survivors of domestic violence, serving 84 individuals. The CDBG grant of \$7,500 to the Young Women's Christian Association (YWCA) provided counseling and legal services to 37 survivors of domestic violence currently residing in emergency or transitional shelter.

### **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**

The City's TBRA funds, funded through HOME as well as two local funding sources provided rental subsidies and case management services to 11 households that were homeless or at risk of homelessness through a contract with Abode Services. Deposits were provided to another 13 households through a HOME grant to the Housing Trust of Silicon Valley's Finally Home Program. One household received assistance from both programs, making the total 23 unduplicated households that obtained housing.

### **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**

Those who met the “at- risk of homelessness” conditions were eligible for assistance through the TBRA program. The City provided a \$57,700 CDBG grant to the Bill Wilson Center for counseling programs. While the grant services are accessible to all youth in the City, the Bill Wilson Center serves homeless youth, youth in or exiting foster care, and human trafficking victims, so the agency is aware of the needs of those exiting institutions and systems of care.

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

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

The City’s Housing Authority (HA) was approved for the public disposition project for public housing. The HA has only four remaining public housing units, which are all located in the City of Santa Clara. All of its public housing properties will be rehabilitated. Housing vouchers have been approved for replacement and each building will be project based allowing additional funds for enhanced services and repayment of rehabilitation loans through the bond process. Any resident who wishes to use their voucher to move out of their residence may do so.

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

The Housing Authority of Santa Clara County (HACSC) participates in HUD’s Moving to Work (MTW) Demonstration Program. Under MTW, the HACSC is given budget flexibility and the authorization to develop policies that are outside the limitations of certain HUD regulations and provisions of the Housing Act of 1937. The additional flexibility offered by MTW allows the HACSC to more successfully achieve its mission and program goals, as well as to enhance its ability to serve the needs of low-income people and communities in the County of Santa Clara.

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

Not applicable.

## **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)**

### **Zoning Actions**

In 2014 and 2015, the City updated its General Plan Housing Element and Zoning Ordinance to implement housing provisions for the homeless, the elderly and persons with disabilities. The Zoning Ordinance Update included:

- Updates to the Residential Density Bonus Standards
- Designation of a zoning district that allows for the operation of emergency shelters for the homeless
- Updates to the Residential Zoning District Standards to create allowances for supportive and transitional housing

The City continues to monitor the Zoning Ordinance for any potential constraints to the development of housing, particularly housing for persons with special needs and amend the Zoning Ordinance as necessary.

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

On October 27, 2015, the City approved participation in the Silicon Valley Community Foundation (SVCF) Housing Nexus Study. SVCF is a leading collaboration among 12 jurisdictions across Santa Clara and Alameda counties to explore an affordable housing impact fee. The first step is developing a "Housing Nexus Study" that will help determine what level of fee could be assessed on new residential or commercial development to help pay for affordable housing. Secondly, cities must determine what, if any, fee should be implemented within their respective jurisdictions. For cities that adopt fees, the revenue would be the first new source of local affordable housing funding since the closure of California's redevelopment agencies in 2012. A draft report with data specific to the City of Santa Clara has been produced and the City is in the process of reviewing this.

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

For housing units built prior to 1978, the Neighborhood Conservation and Improvement Program lead-based paint procedures were followed. Abatement occurred in one home.

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

One of the functions of the TBRA activity conducted during the Program Year was to foster self-sufficiency so that the participating households would eventually be able to afford permanent housing without subsidies. As this was the first year of the transitional program and operations did not begin until the second quarter of the year, it was not expected that any of the households would become self-sufficient during the Program Year. Abode Services agreed to identify, broker, and secure services for the participant households to support their housing plan, depending upon individual needs, including

the following:

- Employment and training resources
- Childcare resources
- Benefit application assistance and advocacy
- Legal services
- Ongoing housing subsidies or access to affordable housing if indicated
- Behavioral health services (i.e. mental health and substance abuse)
- Medical services
- Food assistance programs
- Credit counseling and repair services
- Peer support networks or other community support

Santa Clara Adult Education receives HUD funding through the Continuum of Care process to serve homeless persons for job training and placement. The HUD grant, called Career Advantage and Retraining Program (CARP) awarded \$180,353 for the 2015-2016 school year. For this coming school year (2016-2017) Santa Clara Adult Education has not requested refunding because of the changes in the Federal HUD grant priorities. But they have extended the grant funds from the 2015-2016 grant year to December 2016. The grant served over 250 homeless in FY 2015-2016. Most of the clients are from the San Jose area, but they work with three shelters in the City of Santa Clara – Bill Wilson Center, Sobrato Family Living Center and HomeSafe. Additionally there are several Transitional Homes (many in Santa Clara) for clients who meet the federal definition of homeless. CARP has been providing vocational and adult basic education classes. Employment assistance and employability workshops are provided at our Career Center at the Adult Education site. The program served over 300 clients in some capacity. Of the clients that left the program during the operating year, 80% had some source of income at exit. There was a significant increase in income for many clients. There were several clients who obtained employment paying in excess of \$15 an hour. We had 19 students enrolled in a GED program. Other services provided were: ID's and Driver's License, Transportation Assistance, Vocational classes, Employment Assistance, Career Clothes for interviewing, Work Boots/Clothes, School books/materials & lunches, Resumes, and Job Search.

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

City staff continued to attend meetings of the CDBG Coordinators and Regional Work Group to participate in discussion and development of common strategies to address the housing and community needs in Santa Clara County. City staff also attended meetings of the Supportive Housing Roundtable. Attendees of that group include staff from jurisdictions and Housing Authorities in Santa Clara and San Mateo counties, homeless services and shelter providers, and nonprofit and for profit housing developers.

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

On February 23, 2016 the Santa Clara City Council, in response to a request from the Cities Association of Santa Clara County for support in regional coordination towards addressing homelessness

and the housing needs of our communities, adopted a resolution to endorse the Destination:Home (D:H) Community Plan to End Homelessness in Santa Clara County. Destination:Home, a program of the Health Trust, is a public-private partnership implementing collective impact strategies to end homelessness in Santa Clara County. Its mission is to drive and align resources to create permanent housing and sustainable support systems built for the long term. The organization is improving how systems work together to end homelessness, as well as protect individuals and families at risk of becoming homeless.

The D:H Board also serves as the governing body of the county-wide "Continuum of Care" (CoC), which is a county-wide entity required by HUD to enable local housing and services providers to apply for HUD grants for various homeless assistance programs. Last fiscal year, these HUD grants to the CoC amounted to nearly \$16 million for various non-profit agencies within Santa Clara County. The new D:H Plan is consistent with ongoing CoC efforts and will assist in supporting the CoC's applications for future HUD grants.

The D:H Plan is based on three central strategies:

1. Disrupt the System: Develop strategies and innovative prototypes that transform the systems related to housing homeless people.
2. Build the Solution: Secure the funding needed to provide 6,000 housing opportunities with services for those who are homeless and those at risk of homelessness.
3. Serve the Person: Adopt an approach that recognizes the need for client-entered strategies with different response for different levels of need and different groups, targeting resources to the specific individual or household.

Much of the effort described in the D:H Plan relates to the work of various county agencies that provide health care, housing, social services, corrections, and related services. Participating cities will most likely be involved with Build the Solution strategy, which relates to development of affordable housing units through various methods, including development of new permanent supportive housing (PSH) units, rehabilitation or retrofitting of existing housing or other structures (e.g., motels) into new affordable units, and use of long-term subsidies such as rental vouchers to make existing market-rate or affordable housing more affordable for homeless or at-risk households. The City has already funded and implemented efforts related to, "Building the Solution" for a number of years, including the City's HOME-funded Tenant Based Rental Assistance (TBRA) program for homeless and at-risk households and supportive housing projects such as Homesafe Santa Clara, Sobrato Family Living Center, Bill Wilson Center and Silicon Valley Independent Living Center. In addition, the City has provided assistance to a number of local agencies that operate programs that serve the homeless that are consistent with the, "Serve the Person" strategy, such as Next Door Solutions to Domestic Violence, Support Network for Battered Women, Emergency Housing Consortium, Innvision and Project Sentinel.

### **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 City provided a HOME grant of \$18,798 to Project Sentinel for provision of fair housing services. The agency opened 42 cases and conducted 21 investigations. Due to high rent prices and lack of affordable housing, not just in the City of Santa Clara but throughout the County, that agency experienced some difficulty in obtaining client-initiated housing discrimination cases. Tenants who called with potential complaints declined to pursue a complaint out of fear of retaliation, despite being informed that

retaliation is unlawful. In response, Project Sentinel conducted a number of agency-initiated investigations, testing properties for fair housing violations. Project Sentinel conducted outreach activities to train housing providers and social services providers. It held a Fair Housing Forum for elected and city officials throughout the County. It also created a guide to managing property for small housing providers, and translated it into Mandarin.

Research was conducted, but not completed, on an update to the City's Analysis of Impediments to Fair Housing.

## **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 has continued to carry out an active and complete monitoring of federal funding recipients for compliance with CDBG and HOME program regulations. In PY 2015, all Public Service agencies were required to submit semi-annual reports on their direct service activities. For those Public Service agencies with a history of satisfactory performance, on-site monitoring was conducted triennially, in conjunction with three-year agreements that began on July 1, 2015. New or low performing Public Service agencies are monitored more frequently.

Capital improvement projects submit annual reports as required by their regulatory agreements with the City. These reports are due in the first quarter of each program year, reflecting the activities of projects in the preceding program year. Capital projects are required to submit regular progress reports during construction.

After construction and initial occupancy, housing projects submit annual reports as required by their regulatory agreements with the City. These reports are due in the first quarter of each program year, reflecting the activities of projects in the preceding program year. Thus, housing projects reviewed in PY 2015, reflect activities that occurred in PY 2014. At least every three years, on-site program audits and Housing Quality Inspections are conducted for all HOME-funded projects. All scheduled monitoring was completed in PY 2014. Table provided in CR-50 summarizes the monitoring of HOME projects conducted in PY 2015.

In 2008, the City entered into an agreement with U.S. Communities Compliance Services to develop an on-line reporting system to measure compliance with affordability requirements for the 44 affordable housing properties administered by the City's Housing & Community Services Division, including 19 HOME projects.

In PY 2015, onsite meetings and review of files and procedures were conducted for the two TBRA programs to ensure the programs were operating optimally.

Additionally, the City updated its list for bid availability notifications for public works and housing rehabilitation projects. Current contact information was verified and a new contact, Minority Business Consortium, located in Santa Clara, was added to the list. Advertisements for the promotion of the NCIP program were published in the Santa Clara Weekly and on the City's Housing Rehabilitation Program web page to increase the bidding pool.

## **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 of August 25, 2016 this draft CAPER was made available to the public for review and comment. It was posted on the City's website and available at the Housing and Community Services Division at 1500 Warburton Avenue, Santa Clara, and at the Santa Clara Central Library. A notice was published in the Santa Clara Weekly newspaper. The public contact and nonprofit agencies email lists created during the development of the Consolidated Plan was notified. Any comments received during this period will be added to the draft CAPER and included in the agenda report for the City Council's September 20, 2016 meeting. The agenda report will be available on the City's website. Any comments made at the September 20 Council meeting will be included in the CAPER submitted to HUD.

## **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 Program Year 2016, the City will be evaluating options for the best use of HOME funds. The City has had difficulty in finding eligible projects that can use HOME funds in a timely manner. The option(s) that appear to be most feasible may result in a Consolidated Plan/Action Plan Amendment. The City will also be considering whether to continue its designation of CDBG funds for pursuing its economic development goal for the El Camino Real area, as this project has not resulted in any activities to date. Changes to this goal may also result in a Consolidated Plan/Action Plan Amendment.

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

Not applicable.

## CR-50 - HOME 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 §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.*

None were required in Program Year 2015, as on-site inspections were done in Program Year 2014.

### Summary of HOME Rental Project Monitoring

Project Name	Year	Total Units	HOME Units	PSR Compliance Status
Briarwood House	2001	4	4	In Compliance
BWC Commons	2007	28	27	Compliance in Progress
BWC Main Street	2002	6	5	In Compliance
BWC Shafer	2002	5	5	In Compliance
BWC Teen Parent	1996	5	3	In Compliance
Chateau Apts	1993	25	4	Compliance in Progress
Cypress	2010	5	5	In Compliance
DeLaCruz House	2001	4	4	In Compliance
Homesafe San Jose	2004	24	3	In Compliance
Homesafe Santa Clara	2002	25	10	In Compliance
Liberty Tower	1998	100	100	Compliance in Progress
Maitri Transitional	2009	10	9	In Compliance
Montgomery Street	1997	1	1	In Compliance
Quetzal House	2009	5	5	In Compliance
Santa Clara Senior Homes	1994	4	4	In Compliance
Sobrato Family Living Ctr	2003	51	5	Compliance in Progress
Stoney Pines Apts	2001	2	2	In Compliance
Vista Drive Apts	2004	1	1	In Compliance
Westwood Ambassador	1994	42	10	Compliance in Progress

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

The City requires that all projects containing 5 or more HOME-assisted housing units develop an affirmative marketing plan.

**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**

Program income was used for TBRA and owner occupied rehabilitation activities.

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

The City's Below Market Purchase (BMP) Program has 636 units, which includes 39 units in various stages of development. Three of the 39 units will be affordable to households earning less than 80% Area Median Income (AMI), seven less than 100% AMI and 29 less than 110% AMI.

There were 7 total BMP sales completed in Fiscal Year 15-16, 6 of which units sold to households in the 110% AMI level and one to a household of 80% AMI.

At the December 15, 2015 City Council meeting, a development agreement was approved for the Santa Clara Square Residential/Mixed Use Project, located at 2600 Augustine Drive. The agreement approved the development of up to 1,800 rental apartment units with a voluntary requirement of 10% of housing units at the 80% AMI affordability level with the flexibility of being onsite or offsite.

During Program Year 2015, the City Council selected the CORE Company's proposal for the BAREC property located 90 North Winchester Boulevard. The proposal includes 181 affordable rental units, 16 of these are moderate income, 165 units are for seniors and of the latter 33 are to be reserved for extremely low and very low income senior veterans.

The City has identified City-owned land with potential use as affordable housing development at the following locations: 0.71 acres at 3575 De La Cruz Blvd.; 0.59 acres at 1031 El Camino Real; and 2.47 acres at 2330 San Tomas Expressway.