



# ANNUAL ACTION PLAN

PROGRAM YEAR 2019-2020

OF THE  
COMMUNITY DEVELOPMENT BLOCK  
GRANT (CDBG) PROGRAM

AND THE  
HOME INVESTMENT PARTNERSHIP PROGRAM  
(HOME)

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## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### **1. Introduction**

The City of Santa Clara (City) is a Lead Agency for the United States Department of Housing and Urban Development (HUD) entitlement programs. The City's Housing and Community Services Division is responsible for the administration of HUD Entitlements which includes the Community Development Block Grant Program (CDBG) and Home Investment Partnerships Program (HOME). By federal law, each Lead Agency is required to submit to HUD a Five-Year Consolidated Plan listing the Agency's priorities and strategies for the use of federal funds. The City anticipates receiving grants for approximately \$5,059,865 in CDBG funds and \$2,617,200 in HOME funds for the 2015-2020 Five Year Consolidated Plan period.

The Five Year Consolidated Plan acts as a guide to how the City will use its federal funds to meet the housing and community development needs of its population. In preparation of the 2015-2020 Consolidated Plan, the City worked collaboratively with the County of Santa Clara (County) and other entitlement jurisdictions in the County to identify and prioritize housing and housing-related needs across the region, and strategies to meet those needs. The City's Five Year Consolidated Plan includes an analysis of the jurisdiction's market, affordable housing and community development conditions.

In addition to the Five Year Consolidated Plan, the City is required to submit an Annual Action Plan that identifies how annual funding allocations will help meet the Five Year Consolidated Plan goals.

Finally, at the end of the program year, the City is required to submit to HUD its Consolidated Annual Performance Evaluation Report (CAPER). This report details to HUD the City's performance on its Annual Action Plan.

### **Needs Assessment Overview**

The County lies within the Silicon Valley, an area known for its technological enterprise, wealth and proximity to the San Francisco Bay Area. It is a region of high socio-economic stratification, containing many of the wealthiest households in the nation and yet simultaneously one of the least affordable places to live, with 42 percent of residents experiencing housing cost burden.<sup>1</sup> The region boasts the highest national median household income at \$90,737<sup>2</sup> and is the third-most expensive rental market in the U.S.<sup>3</sup>

These statistics highlight a widening gap between the highest earners and the middle and lower income population within the region. Many lower income residents struggle with severe housing costs driven by a tight and competitive housing market that caters to the demands of the highest earning households, driving up the cost of for-sale and rental housing units. In order to maintain housing affordability and meet the needs of a diverse and growing population, the jurisdictions within the County must work to preserve and expand the supply of housing for all income levels. This will be critical to maintaining the wellbeing and economic prosperity of the region.

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<sup>1</sup> 2011-2015 Comprehensive Housing Affordability Strategy ("CHAS") data

<sup>2</sup> National Low Income Housing Coalition. "Out of Reach." 2018. [https://nlihc.org/sites/default/files/oor/OOR\\_2018.pdf](https://nlihc.org/sites/default/files/oor/OOR_2018.pdf)

<sup>3</sup> National Low Income Housing Coalition. "Out of Reach." 2018. [https://nlihc.org/sites/default/files/oor/OOR\\_2018.pdf](https://nlihc.org/sites/default/files/oor/OOR_2018.pdf)

The City of Santa Clara, situated in the northern area of the County, is home to approximately 124,600. The City covers 18 square miles and is located in the center of Silicon Valley. The surge in high paying jobs within the area makes it critical to maintain affordable housing opportunities for residents who do not have the skills to qualify for these new jobs and ensure that they are not left behind – and placed at risk of homelessness – in this period of growth. The City is tasked both with determining the areas of greatest need and those in which community investment can have the most impact given the limited resources available. To adequately address the City’s community needs and support its thriving economy, the City has identified and assessed the areas that could benefit the most from federal investment through the U.S. Department of Housing and Urban Development (HUD).

## **2. Summary of the objectives and outcomes identified in the Plan**

- **Affordable Housing Support.** Affordable housing for low income and special needs households. Includes funding affordable developments, rent subsidies, and rehabilitation of single and multi-family housing.
- **Public Services.** Support activities that provide basic needs to lower income households and special needs populations.
- **Homelessness.** Support activities to end homelessness including rental assistance, homeless prevention programs, case management, outreach activities and support of facilities.
- **Fair Housing.** Promote Fair Housing choice through funding informational and investigative services for tenants and landlords.
- **Economic Development.** Support economic development programs and activities that strengthen neighborhoods. Targeted to the residents and businesses in the low income Census Blocks of the El Camino Real Focus Area and to low income jobs.
- **Public Facilities.** Improve accessibility for persons with physical disabilities by identifying and repairing intersections for accessibility, mostly through curb cuts and through the retrofit of City Hall premises.

## **3. Evaluation of past performance**

The City is on pace to meet or exceed eight of their ten goals stated in its Five-Year Consolidated Plan. According to the 2017 Consolidated Annual Performance Report (CAPER), the last full year in which data is available, the City met many of its annual goals such as:

- 1) Addressing homelessness through Tenant Based Rental Assistance (TBRA);
- 2) Providing Fair Housing services to Santa Clara residents;
- 3) Delivering public services through its nonprofit partners; and
- 4) Improvement of public facilities through focused accessibility and public works projects.

Due to the cost of development in the City of Santa Clara, and the lack of non-profit developers developing within the City, Santa Clara has struggled to meet its Community Housing Development Organization (CHDO) commitment and expenditures. Further, HOME regulations enacted in 2013 regarding Grant-Based Accounting and the definition of “commitment” as it relates to when CHDO funds can be committed, have only increased the challenge of using CHDO set-aside funds expeditiously. As a result, \$44,921 in CHDO funds we de-obligated by HUD this past year.

## **4. Summary of citizen participation process and consultation process**

During the development of the 2019-2020 Annual Action Plan, City Staff solicited public comment to help identify community needs, and non-profit agencies that could provide services to address those identified needs.

*Community Outreach Meetings.* Two community outreach meetings were held prior to the drafting of the Annual Action Plan. The first meeting was held at the City Hall cafeteria on December 13, 2018 from 6:00 – 7:00pm, in which 8 people attended, and the second was held at the Central Branch Library on December 14, 2018 from 10:30 – 11:30am in which 11 people attended. These meetings were advertised online on the City’s website and Facebook site, Next Door app, via email-blast to area nonprofits, and flyers placed in the council chambers, libraries, and city offices.

*Public Hearings.* Two public hearings took place for the Annual Action Plan. The first Hearing took place on March 26, 2019 at the regularly scheduled City Council Meeting. This Hearing satisfied the Citizen Participation Plan’s need to hold at least one meeting during the drafting phase of the Annual Action Plan, and provide the public another opportunity to provide input apart from the two community meetings. The second Hearing took place on May 7, 2019 to present the final version of the Annual Action Plan prior to submission of the Plan to HUD.

Notices for public hearings were done via newspaper ads, website posting, emails to non-profits, and to members of the public which were identified during the 2015-2020 Annual Action Plan process. The noticing adhered to the City’s Citizen Participation Plan requirements.

## **5. Summary of public comments**

During the public outreach meetings for the 2019-2020 Annual Action Plan, City staff reviewed the 2015-2020 Consolidated Action Plan process, the Plan’s needs and goals, and explained how the 2019-2020 Annual Action Plan’s programs and activities would support the Consolidated Action Plan. City staff also included an exercise where meeting participants would be able to spend “HUD Bucks” in a manner similar to how the funds are allocated. The following is a summary of the feedback received on services and projects that the attendants viewed as most necessary:

- Top Requested Public Services: Homeless Services, Senior Services, and Youth Services.
- Top Requested CDBG Capital Improvements: Home Rehabilitation (NCIP), Traffic Calming, and City Facilities.
- Top Requested HOME Affordable Housing Options: TBRA, Homeless Families, Senior Housing.

Finally, a community survey was posted for 30 days from December 13, 2018 to January 13, 2019 on the City’s OpenGov website for the purpose of gathering community input on the types of public services, housing, and programs the community felt were of greatest need. There were 88 views of the survey, and 21 people responded to the survey. The following summarizes the results of the survey:

- Top 5 services: Homeless Services, Fair Housing Services, Mental Health Services, Health Services, and Senior Services
- Top 3 capital projects: Home Rehabilitation (NCIP), Traffic Calming, Street Improvements.

- Top 4 types of affordable housing options: Rental Construction, For-Sale Housing, and Home Rehabilitation (NCIP), and TBRA.
- Top 3 populations most in need of affordable housing: Homeless Families, Homeless Veterans, and Seniors.

The Draft Annual Plan will be available for public comment beginning April 4, 2019 through May 7, 2019. Notice of the Draft Annual Action Plan’s availability will be published in the local newspaper, emailed to interest groups, and posted in the City Manager’s weekly blog. A draft will be available on the City’s website, and at City Hall, and City libraries.

**6. Summary of comments or views not accepted and the reasons for not accepting them**

None.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

**Table 1 – Responsible Agencies**

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administrator	SANTA CLARA	Community Development
HOME Administrator	SANTA CLARA	Community Development

**Consolidated Plan Public Contact Information**

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## AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

### **1. Introduction**

**Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

During the development of the 2015-2020 Consolidated Plan, a Regional Needs Survey was conducted to solicit input from residents and workers in the region. Respondents were informed that participating jurisdictions were updating their respective Consolidated Plans for federal funds that primarily serve low- and moderate-income (LMI) residents and areas. The Regional Needs Survey polled respondents about the level of need in their respective neighborhoods for various types of improvements that could be addressed by entitlement funds.

A total of 1,472 survey responses were obtained from September 19, 2014 to November 15, 2014, including 1,078 surveys collected electronically and 394 collected via print surveys.

The Entitlement Jurisdictions held three regional public forums to identify housing and community development needs and priorities for the next five years. The public forums were conducted as part of a collaborative regional approach to help the participating jurisdictions make data-driven, place-based investment decisions for federal funds. Seventy-six (76) people attended the regional forums, including community members, service providers, nonprofit representatives, and interested stakeholders.

Approximately 4,847 entities, organizations, agencies, and persons were directly engaged via outreach efforts and asked to share materials with their beneficiaries, partners, and contacts. These stakeholders were also encouraged to promote attendance at the public forums and to solicit responses to the Regional Needs Survey. Stakeholder engagement included phone calls, targeted emails, newsletter announcements, social media posts, and personalized requests from staff of the Entitlement Jurisdictions. Each participating jurisdiction also promoted the regional forums and regional survey links on their respective websites and announced the Consolidated Plan process through electronic mailing lists. Outreach materials and the survey links (including materials in Spanish) were emailed to over 4,000 entities, organizations, and persons. Approximately 1,225 printed flyers providing public notice about the regional forums were distributed throughout the County at libraries, recreation centers, community meeting locations, and organizations benefiting LMI residents and areas. These flyers were available in English and Spanish. Print newspaper display ads also were posted in the Gilroy Dispatch (English), Mountain View Voice (English), El Observador (Spanish), La Oferta (Spanish), Thoi Bao (Vietnamese), Philippine News (Tagalog), World Journal (Chinese) and San Jose Mercury News (English). In addition, an online display ad was placed in the San Jose Mercury News to reach readers electronically.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Santa Clara County Continuum of Care (CoC) is a multi-sector group of stakeholders dedicated to ending and preventing homelessness in the County of Santa Clara (County). The CoC’s primary responsibilities are to coordinate large-scale implementation of efforts to prevent and end homelessness in the County. The CoC is governed by the Santa Clara CoC Board

(CoC Board), which stands as the driving force committed to supporting and promoting a systems change approach to preventing and ending homelessness in the County.

The CoC Board is comprised of the same individuals who serve on the Destination: Home Leadership Board. 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 County's Office of Supportive Housing serves as the Collaborative Applicant for the CoC, and is responsible for implementing by-laws and protocols that govern the operations of the CoC. The Office of Supportive Housing is also responsible for ensuring that the CoC meets the requirements outlined under the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH).<sup>45</sup>

In the winter of 2015, Destination: Home and the CoC released a Community Plan to End Homelessness in Santa Clara County (the Plan), which outlines a roadmap for community-wide efforts to end homelessness in the County by 2020. The strategies and action steps included in the Plan were informed by members who participated in a series of community summits designed to address the needs of homeless populations from April to August 2014. The Plan identifies strategies to address the needs of homeless persons in the County, including chronically homeless individuals and families, families with children, veterans, and unaccompanied youth. Additionally, it also intended to address the needs of persons at risk of homelessness.

To address the needs of homeless individuals and individuals at risk of homelessness, the Plan aims to implement the following strategies:<sup>6</sup>

- Disrupt systems: Develop disruptive strategies and innovative prototypes that transform the systems related to housing homeless people.
- Build the solution: Secure the right amount of funding needed to provide housing and services to those who are homeless and those at risk of homelessness.
- Serve the person: Adopt an approach that recognizes the need for client-centered strategies with different responses for different levels of need and different groups, targeting resources to the specific individual or household.

Over the next five years, the Plan seeks to identify approximately 6,000 new housing opportunities for the homeless, intending to house 2,518 homeless individuals, 718 homeless veterans, and more than 2,333 children, unaccompanied youth, and homeless individuals living with families.

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<sup>4</sup> County of Santa Clara. "Housing Element 2015-2022." 2014.

[http://www.sccgov.org/sites/planning/PlansPrograms/GeneralPlan/Housing/Documents/HE\\_2015\\_Adopted\\_Final.pdf](http://www.sccgov.org/sites/planning/PlansPrograms/GeneralPlan/Housing/Documents/HE_2015_Adopted_Final.pdf)

<sup>5</sup> Santa Clara County. "Continuum of Care Governance Charter." 2013.

<sup>6</sup> Santa Clara County CoC. "Community Plan to End Homelessness in Santa Clara County 2015-2020." 2014.



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 Community Plan to End Homelessness in Santa Clara County. In August 2016, the CoC Board submitted a request to HUD of \$20.5 million to fund various non-profit agencies within Santa Clara County.

Much of the effort described in the Community 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. Such methods include 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 serving the homeless that are consistent with the, "Serve the Person" strategy, such as Next Door Solutions to Domestic Violence, Support Network for Battered Women, HomeFirst (formerly Emergency Housing Consortium), LifeMoves (formerly Innvision) and Project Sentinel.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City is not an ESG entitlement jurisdiction.

**2. Describe agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities.**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Bill Wilson Center
	<b>Agency/Group/Organization Type</b>	Housing Services Children Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs – Unaccompanied youth Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended the February 26, 2018 CAC meeting to present their proposals for the PY 2018-2019.  Attended the March 20, 2018 City Council meeting to present their proposals, and support the staff’s recommendations.
2	<b>Agency/Group/Organization</b>	SANTA CLARA UNIFIED SCHOOL DISTRICT
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs – Families with children Homelessness Needs – Unaccompanied youth
	<b>How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended the February 26, 2018 CAC meeting to support one of Bill Wilsons’ proposed programs for the PY 2018-2019.  Attended the March 20, 2018 City Council meeting to present their proposals, and support the staff’s recommendations.

3	<b>Agency/Group/Organization</b>	YWCA of Silicon Valley
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homeless Needs – Families with children Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended the February 26, 2018 CAC meeting to present their proposals for the PY 2018-2019.  Attended the March 20, 2018 City Council meeting to present their proposals, and support the staff's recommendations.
4	<b>Agency/Group/Organization</b>	Catholic Charities SCC, Long Term Care Ombudsman
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended the February 26, 2018 CAC meeting to present their proposals for the PY 2018-2019.  Attended the March 20, 2018 City Council meeting to present their proposals, and support the staff's recommendations.
5	<b>Agency/Group/Organization</b>	Next Door Solutions to Domestic Violence
	<b>Agency/Group/Organization Type</b>	Housing Services – Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs – Families with children, Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended the February 26, 2018 CAC meeting to present their proposals for the PY 2018-2019.  Attended the March 20, 2018 City Council meeting to present their proposals, and support the staff's recommendations.

6	<b>Agency/Group/Organization</b>	Santa Clara Senior Center – Nutrition Program
	<b>Agency/Group/Organization Type</b>	Services – Seniors
	<b>What section of the Plan was addressed by Consultation?</b>	Public Service activities other than LMI Housing
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended the March 20, 2018 City Council meeting to present their proposals, and support the staff’s recommendations.
7	<b>Agency/Group/Organization</b>	Heart of the Valley
	<b>Agency/Group/Organization Type</b>	Services – Seniors
	<b>What section of the Plan was addressed by Consultation?</b>	Public Service activities other than LMI Housing
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended the February 26, 2018 CAC meeting to present their proposals for the PY 2018-2019. Attended the March 20, 2018 City Council meeting to present their proposals, and support the staff’s recommendations.
8	<b>Agency/Group/Organization</b>	Abode Services
	<b>Agency/Group/Organization Type</b>	Homeless Needs – Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs – Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff met with Abode Services (TBRA administrator) to discuss 2018-2019 improvements to the TBRA program; specifically focusing on families with children.
9	<b>Agency/Group/Organization</b>	County of Santa Clara Office of Supportive Housing
	<b>Agency/Group/Organization Type</b>	Homeless Needs – Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs – Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff met with the County’s COC to discuss 2018-2019 improvements to the TBRA program; specifically focusing on families with children.

**Identify any Agency Types not consulted and provide rationale for not consulting**  
Not applicable

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

**Table 3 – Other local / regional / federal planning efforts**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Continuum of Care Council	The Continuum of Care works to alleviate the impact of homelessness in the community through the cooperation and collaboration of social service providers. This effort aligns with the Strategic Plan's goal to end homelessness including rental assistance, homeless prevention programs, case management, outreach activities and support of facilities.
Housing Element	City of Santa Clara	The actions in the Housing Element are consistent with the Strategic Plan, most notably in the provision of adequate sites appropriate for a range of housing types and in promoting preservation and development of affordable housing including supportive housing for persons with disabilities.
2015-2017 Council Goals and Strategic Objectives	City of Santa Clara City Council	The Council's goal to develop a plan to support minimum quality of life standards for residents and the development of an affordable housing plan with focus on the homeless and housing vulnerable is consistent with the Strategic Plan in the actions that describe development of affordable housing and revitalization of low income areas of the City.
2012-2014 Comprehensive HIV Prevention & Care Plan	Santa Clara County HIV Planning Council for Prevention and Care	This plan provides a roadmap for the Santa Clara County HIV Planning Council for Prevention and Care to provide a comprehensive and compassionate system of HIV prevention and care services for Santa Clara County. This effort aligns with the Strategic Plan's goal to provide basic needs to lower income households and special needs populations.
Community Plan to End Homelessness in Santa Clara	Destination Home	The Community Plan to End Homelessness in the County is a five-year plan to guide governmental, nonprofits, and other community members as they make decisions about funding, programs, priorities and needs. This effort aligns with the Strategic Plan's goal to support activities to end homelessness: rental assistance, homeless prevention programs, case management, outreach activities & support of facilities.

AP-12 Participation – 91.105, 91.200(c)

**1. Summary of citizen participation process/Efforts made to broaden citizen participation**

The City's outreach efforts to obtain community input included two community meetings, two public hearings before City Council, and a community-wide survey. The community survey was new to the efforts in gaining community input in the creation of the Annual Action Plan. The table below summarizes the results of the City's efforts.

**Table 4 – Citizen Participation Outreach**

CDBG/ HOME Funding Cycle Activity	Mode of Outreach	Target Of Outreach	Summary of Response/ Attendance	Summary of Comments Received	Summary of comment not accepted and reason	URL (If applicable)
<p><i>Community Outreach Meetings</i> held prior to the drafting of the Annual Action Plan.</p> <p>Meeting #1 held in the evening hours at the City Hall cafeteria; 12/13/2018</p> <p>Meeting #2 held in the morning hours at the Main Library; 12/13/2018</p>	<p>Meetings were noticed via email blast to 245 people who work for local area non-profits. The City requested that they share the notice and participate in the meeting</p> <p>Also posted on the Housing &amp; Community Services webpage, the City's Facebook page, and local NextDoor apps.</p>	<p>Broad community outreach to all members of the public and targeted outreach to service providers</p>	<p>8 people attended the first meeting, and 12 people attended the second meeting.</p>	<p><u>Top Requested Public Services:</u></p> <ol style="list-style-type: none"> <li>1. Homeless</li> <li>2. Senior</li> <li>3. Youth</li> </ol> <p><u>Top Requested CDBG Capital Improvements:</u></p> <ol style="list-style-type: none"> <li>1. Home Rehabilitation (NCIP),</li> <li>2. Traffic Calming, and City Facilities.</li> </ol> <p><u>Top Requested Affordable Housing Needs:</u></p> <ol style="list-style-type: none"> <li>1. TBRA,</li> <li>2. Homeless Families,</li> <li>3. Senior Housing.</li> </ol>	<p>N/A</p>	

CDBG/ HOME Funding Cycle Activity	Mode of Outreach	Target Of Outreach	Summary of Response/ Attendance	Summary of Comments Received	Summary of comment not accepted and reason	URL (If applicable)
<p><i>Community Survey:</i></p> <p>Online survey available from December 13, 2018 to January 13, 2019.</p>	<p>Advertised online, in the City Manager blog, the City's Facebook page, and emailed to local area non-profits</p>	<p>Broad community outreach to all members of the public and targeted outreach to service providers</p>	<p>Received 23 responses.</p>	<p><u><i>Top Requested Public Services:</i></u></p> <ol style="list-style-type: none"> <li>1. Homeless</li> <li>2. Fair Housing</li> <li>3. Mental Health</li> </ol> <p><u><i>Top Requested Capital Improvement Projects:</i></u></p> <ol style="list-style-type: none"> <li>1. Home Rehab. (NCIP)</li> <li>2. Traffic Calming</li> <li>3. Street Impr.</li> </ol> <p><u><i>Top Requested Affordable Housing Needs:</i></u></p> <ol style="list-style-type: none"> <li>1. Rental</li> <li>2. For-Sale Housing,</li> <li>3. Home Rehab. (NCIP),</li> <li>4. TBRA.</li> </ol> <p><u><i>Top 3 populations most in need of affordable housing:</i></u></p> <ol style="list-style-type: none"> <li>1. Homeless Families,</li> <li>2. Homeless Vets</li> <li>3. Seniors.</li> </ol>	<p>N/A</p>	

CDBG/ HOME Funding Cycle Activity	Mode of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments Received	Summary of comment not accepted and reason	URL (If applicable)
Public Hearings for Annual Action Plan:  March 26, 2019  May 7, 2019	Newspaper ad, Website posting, Emails to nonprofits and members of the public interest list created	Broad community outreach to all members of the public and targeted outreach to service providers and grant recipients	TBD	TBD	None	<a href="http://www.santaclaraca.gov/government/council-meetings/view-online-meetings">http://www.santaclaraca.gov/government/council-meetings/view-online-meetings</a>
Draft Annual Plan Circulation	Newspaper ad, Website posting, Emails to nonprofits and members of the public interest list	Broad community outreach to all members of the public and targeted outreach to service providers and grant recipients	TBD	TBD	N/A	<a href="http://santaclaraca.gov/government/departments/city-manager/using-community-services-division">http://santaclaraca.gov/government/departments/city-manager/using-community-services-division</a>



## AP-15 Expected Resources – 91.220(c) (1, 2)

### **Introduction**

The City of Santa Clara is estimating the following federal and local funding resources for the 2019 Program Year (PY):

### **FEDERAL**

**CDBG Funds:** The total amount of CDBG resources expected is \*\$1,471,340. This is made up of the City's annual CDBG entitlement from HUD, Prior Year Resources (funds that are being re-programmed and/or funds that were programmed but not spent), and Program Income (income generated from prior CDBG projects). The sources are broken out as such:

- Estimated Entitlement Funds           \*\$920,486
- Estimated Prior Year Balance       \*\$186,854
- Estimated 18/19 Program Income   \*\$357,000

**HOME Funds:** The total amount of HOME resources expected is \*\$1,247,560. This is made up of the City's annual HOME entitlement from HUD, Prior Year Resources (funds that are being re-programmed and/or funds that were programmed but not spent), and Program Income (income generated from prior HOME projects). The sources are broken out as such:

- Estimated Entitlement Funds           \*\$422,358
- Estimated Prior Year Balance       \*\$625,202
- Estimated 18/19 Program Income   \*\$200,000
  - HOME Program Income (2019). The City estimates it will receive \$100,000 in PI in the 2019-2020 Program Year. Ten percent; or \$10,000 will be programmed in this 2019 Annual Action Plan for administrative costs as allowed by HOME regulations. The other 90% (\$90,000) will be programmed in the 2020 Annual Action Plan.

For PY2018, the City anticipates that it will leverage approximately \*\$522,000 in new local match.

### **LOCAL**

The HOME match requirement will be met through the waiving of property taxes for the City's past HOME-funded multi-family developments. The City anticipates that it will leverage approximately \*\$315,000 with local funds for programs and activities also funded with federal funds. The local funds are as follows:

General Funds: The total amount of General Funds expected to be made available is \*\$15,000

City Affordable Housing Funds: The total amount of City Affordable Housing Funds expected to be made available is \*\$160,000

Successor Housing Agency Program Income: The total amount of Successor Housing Agency Program Income funds expected to be made available is \*\$140,000.

## **CONTINGENCY PROVISIONS**

The following details what would occur if HUD funding is less/more than what is being estimated. The purpose of the Contingency Language section is so that the AAP would not need to go back before council to approve minor adjustments.

### *Contingency Provision for CDBG:*

1. If the total of HUD's allocation and the 18/19 program income is over \$100,000 more than what is estimated, \$15,000 will be used to fund the one agency that is funded with General Fund dollars; thus, freeing up those General Fund dollars. Any balance above \$100,000 will be used to fund the Neighborhood Conservation & Improvement Program (NCIP).
2. If the total of HUD's allocation and the 18/19 program income is less than \$100,000, but more than what is estimated, the excess funds will be used to fund NCIP.
3. If the total of HUD's allocation is less than the estimated amount, funding for the NCIP program would be reduced. If the decrease should result in the lowering of the Public Service Cap, negotiations would occur with the public service agencies to determine which agency(ies) would have their funding reduced.
4. One public service agency is proposed to be funded with City General Funds in the amount of \$15,000. If General Funds are not approved in the City's budget process, funding for all programs and agencies will be reassessed and funded in accordance to the Public Service Cap. If this Action Plan is approved by HUD prior to the approval of general funds, an amendment to the Annual Action Plan will be completed.

### *Contingency Provision for HOME:*

1. If the total of HUD's allocation is more than the estimated amount, the difference – after the CHDO set-aside and Program Administration are recalculated – will go to fund the Tenant Based Rental Assistant (TBRA) program.
2. If the total of HUD's allocation is less than the estimated amount, the difference – after the CHDO set-aside and Program Administration are recalculated – will reduce funding for TBRA.

**Table 5 - Expected Resources – Priority Table**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation	Program Income	Prior Year Resource	Total:		
			\$	\$	\$	\$		
CDBG	Public-Federal	Acquisition, Admin and Planning, Economic Development, Housing, Public Improvements, Public Services	*920,486	*186,854	*357,000	*1,464,340	0	Admin. and Planning activities, Homeowner rehab and accessibility retrofit. Rehab of low income multifamily properties. Public services targeted to low income and special needs households. Public infrastructure made accessible.
HOME	Public-Federal	CHDO and regular HOME rental projects, such as property acquisition, new const., and/or rehabilitation.  Homebuyer assistance.  Homeowner Rehabilitation  TBRA	*422,358	*200,000	*625,202	\$1,247,560	0	Admin. and Planning for HOME programs and activities.  It's estimated that the City will receive \$100,000 in Program Income (PI) during the Program Year (PY) 19/20. 10% will be programmed and used for administrative purposes. If 19/20 PI exceeds \$100,000, the City will continue using 10% for admin. costs. The remaining 90% of 19/20 PI will be programmed in the 20/21 AAP.  Of the *\$625,202 of prior year resources, approximately *\$200,000 is 18/19 program income, approximately \$370,202 are prior year entitlement funds that were unprogrammed when PI replaced committed entitlement dollars, and approximately \$255,000 are funds that will be deobligated from TBRA and re-obligated back to TBRA in the new program year.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation	Program Income	Prior Year Resource	Total:		
			\$	\$	\$	\$		
General Fund	Public-Local	Public Services	15,000	0	0	15,000	0	<p>Silicon Independent Living Center</p> <p>Fair Housing Services (Project Sentinel)</p> <p>Tenant-landlord dispute resolution services.</p> <p>United Way of Bay Area 211 info and referral services.</p>
City Affordable Housing Fund (CAHF)	Public-Local	Acquisition, Admin and Planning, Homebuyer assistance, Homeowner rehab, Multifamily rental-new construction, Multifamily rental-rehab, New construction for ownership, TBRA	1,313,307	0	0	1,313,307	n/a	<p>*\$838,307 for first-time homebuyer down payment assistance for Below Market Purchase Program (BMP) which targets moderate income homebuyers and admin costs for BMP program.</p> <p>*\$200,000 for Multifamily Energy Rehabilitation.</p> <p>\$160,000 will supplement services in the City's expanded TBRA program.</p> <p>\$115,000 will fund case management services for chronically homeless individuals and families, leveraging housing subsidies from the County's Office of Supportive Housing.</p>

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation	Program Income	Prior Year Resource	Total:		
			\$	\$	\$	\$		
Successor Housing Agency Program Income	Public-Local	Acquisition Admin and Planning Housing Multifamily rental new construction Multifamily rental rehab Public Services TBRA	200,000	0	0	200,000	0	<p>\$110,000 will fund case management services for chronically homeless individuals and families, leveraging housing subsidies from the County's Office of Supportive Housing.</p> <p>\$140,000 will provide services to leverage the TBRA rental subsidy program for homeless individuals and families carried out by Abode Services per contract with the City.</p> <p>\$50,000 will be used for administration of the City's affordable housing programs.</p>
Land Held for Develop.	Public-Local	Admin and Planning, Homebuyer assistance, Housing Multifamily rental and home ownership new construction.	12,000,000	0	0	12,000,000		Commitment of \$5.4 million from the City's Land Held for Development

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Federal funds such as Section 8 housing choice vouchers, Veterans Administration Supportive Housing (VASH) housing subsidies for veterans, McKinney Act competitive funding for homeless services and housing, Emergency Solutions Grant (ESG) administered by San Jose, Housing Opportunities for Persons with AID (HOWPA) program administered by the Health Trust for all the jurisdictions in the county, and the Affordable Housing Program (AHP) from the Federal Home Loan Bank will augment local funds used to benefit homeless and other low-income residents. In most cases, the City would not be the applicant for such funding sources as many of these programs offer assistance to affordable housing developers or nonprofit service providers rather than to local jurisdictions.

The local match requirement for HOME funds (i.e., 25% of all disbursements in the program year) will come in the form of waived property taxes previously HOME-funded affordable housing developments, and City Affordable Housing Funds.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City owns three properties that have potential for development of low income and special needs housing: 1) Bay Area Research and Extension Center (BAREC) senior housing site at 90 North Winchester Boulevard; 2) Fire Station #6 at 3575 De La Cruz Boulevard, and 3) Vacant land at 2330 Monroe Street.

The City entered into an Exclusive Negotiation Rights Agreement (ENA) with Core Affordable Housing, LLC on April 21, 2016 for the BAREC site. The City will conduct outreach to potential affordable housing developers for the other properties in the upcoming program year. The types of affordable units are yet to be determined with the exception of 165 senior affordable units at the BAREC site.

On December 7, 2017, the Housing and Community Services Division held a Community Engagement Meeting at City Hall to discuss plans for the future development of the City-owned site at 2330 Monroe Street. The RFP will be issued in April 2018 with a development award expected in July 2018.

On January 29, 2018, the Housing and Community Services Division held a Community Engagement Meeting at the Northside Library to discuss plans for the future development of the City-owned site at 3575 De La Cruz Boulevard. The RFP will be issued in April 2018 with a development award expected in July 2018.

AP-20 Annual Goals and Objectives - 91.420, 91.220(c) (3) & (e)

**Table 6 – Goals Summary**

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2019	2020	Affordable Housing	Citywide	Affordable Housing	CDBG: *\$952,343 NCIP (includes Program Income)	Homeowner Housing Rehabilitated: 50 Household Housing Units
							HOME: *\$63,353 CHDO	1 CHDO-developed rental unit.
2	Public Services	2019	2020	Non-Homeless Special Needs	Citywide	Public Services	CDBG: *\$206,500  Gen. Funds: *\$15,000 (pending council approval)	Public service activities other than Low/Moderate Income Housing Benefit: *11,000 Persons Assisted
3	Homelessness	2019	2020	Homeless	Citywide	Homelessness	HOME: *\$1,131,972. This includes approx. *\$200,000 in PI and prior year EN funds.	TBRA: 40 Households Assisted
							Successor Housing Agency Program Income: \$140,000  City Affordable Housing Fund (CAHF): \$160,697	TBRA staffing, Case management services  TBRA Staffing and administration
4	Fair Housing	2018	2019	Affordable Housing Non-Homeless Special Needs	Citywide	Fair Housing	HOME:\$0  CDBG: \$0  General Funds: \$22,197	Public service activities other than Low/Mod. Income Housing Benefit: 44 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Economic Development	2018	2019	Non-Housing Community Development	El Camino Real Focus Area	Economic Development	CDBG: \$0	Support economic development programs and activities that strengthen neighborhoods
6	Public Facilities	2018	2019	Non-Housing Community Development	Citywide	Public Facilities	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Mod. Income Housing Benefit: 0 Persons Assisted
7	Administration	2018	2019	Administration of CDBG and HOME programs	Citywide	n/a	CDBG: *255,497  HOME: *52,235	

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**Table 7 – Goal Descriptions**

1	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	Support affordable housing for low income and special needs households. Includes funding affordable housing developments, rent subsidies, rehabilitation of single and multi-family housing.
2	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Support activities that provide basic needs to lower income households and special needs populations.
3	<b>Goal Name</b>	Homelessness
	<b>Goal Description</b>	Support activities to end homelessness including rental assistance, homeless prevention programs, case management, outreach activities and support of facilities.
4	<b>Goal Name</b>	Fair Housing
	<b>Goal Description</b>	Promote Fair Housing choice through funding informational and investigative services for tenants and landlords.
5	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	Support economic development programs and activities that strengthen neighborhoods.
6	<b>Goal Name</b>	Public Facilities
	<b>Goal Description</b>	Improve accessibility for persons with physical disabilities by identifying and repairing intersections for accessibility, identifying and modifying accessibility barriers in public buildings.
7	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	Provide management, planning and implementation of the City's CDBG and HOME programs, as well as monitoring of public services and housing projects.

## AP-35 Projects – 91.220(d)

### **Introduction**

The activities that the City will undertake in FY 2019-2020 using CDBG and HOME funds include: promoting affordable housing, homeowner housing rehabilitation, remove barriers to the handicapped, funding public services for low and moderate income residents; and program administration, as shown below. All of these activities are eligible for the indicated funding type based on federal regulations associated with these grants, and all of them meet one or more priority needs as identified through the City's citizen participation process.

**Table 8 – Project Information**

#	Project Name
1	Bill Wilson Center – Family Therapy/School Outreach/Grief Counseling
2	Catholic Charities – Long-Term Care Ombudsman Program
3	Santa Clara Senior Center – Senior Nutrition Program
4	YWCA - Services for Domestic Violence Survivors
5	Heart of The Valley
6	St. Justin Community Ministry – Food Assistance for Needy
7	Next Door Solutions – HomeSafe Santa Clara
8	Bill Wilson Center – Family Advocacy Services
9	Senior Adults Legal Assistance – Elders Legal Assistance
10	Live Oak Adult Day Services – Senior Day Services
11	Neighborhood Conservation and Improvement Program
12	Tenant Based Rental Assistance
13	Community Housing Development Organization (CHDO) Project
14	CDBG Administration
15	HOME Administration

### **Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

The allocation of funds is based on the needs and priorities identified in the 2015-2020 Consolidated Plan. The City prioritizes allocations of its CDBG and HOME funds to projects that serve the lowest income households, from 0-50% of Area Median Income (AMI). In addition, public services are an identified funding priority in the Consolidated Plan, and funding is recommended to 8 organizations that provide needed services in the community.

## AP-38 Projects Summary

**Table 9 – Project Summary**

1	<b>Project Name</b>	Bill Wilson Center – Family Therapy/School Outreach/Grief Counseling
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: *\$45,000
	<b>Description</b>	Bill Wilson Center will provide services through 3 counseling programs: Family Therapy, School Outreach and Grief Counseling. The purpose of the three counseling programs is a reduction in high-risk behavior choices, a reduction in family conflict; and an increase in coping skills.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Bill Wilson Center is proposing to serve 200 individuals through their three counseling programs and will provide approximately 950 counseling sessions.
	<b>Location Description</b>	Citywide
2	<b>Project Name</b>	Catholic Charities – Long-Term Care Ombudsman Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: *\$10,000
	<b>Description</b>	Catholic Charities provides advocacy, complaint investigation, including violations of personal rights and elder abuse, and problem resolution for primarily elderly residents in the City's two nursing facilities and 15 assisted living/residential care facilities for the elderly.
	<b>Target Date</b>	6/30/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Catholic Charities is proposing to serve 756 individuals and provide 149 site visits.	
<b>Location Description</b>	Citywide	

3	<b>Project Name</b>	Santa Clara Senior Center - Senior Nutrition Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: *\$24,000
	<b>Description</b>	The senior nutrition program provides daily, balanced meals to persons 60 years and older, targeting frail, isolated senior citizens.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The senior nutrition program will serve an estimated 382 clients and will serve approximately 18,278 meals.
	<b>Location Description</b>	Senior Center, 1303 Fremont St., Santa Clara
4	<b>Project Name</b>	YWCA – Services for Domestic Violence Survivors
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: *\$15,000
	<b>Description</b>	YWCA provides an array of services to women and children who are victims of domestic violence.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	YWCA is proposing to serve 40 clients and providing 90 counseling sessions.
<b>Location Description</b>	Citywide	

5	<b>Project Name</b>	Heart of the Valley – Senior Transportation
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: *\$10,000
	<b>Description</b>	Heart of the Valley provides numerous services to seniors living independently in their home, including transportation services.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Heart of the Valley will assist approximately 73 seniors and provide 165 roundtrip rides.
	<b>Location Description</b>	Citywide
6	<b>Project Name</b>	St. Justin Community Ministry - Food Assistance for Needy
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: *\$17,500
	<b>Description</b>	The program focuses on food services currently being provided by St. Justin, such as grocery items and lunches.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	St. Justin expects to assist approximately 9,131 individuals with bags of food and lunches.
	<b>Location Description</b>	2655 Homestead Rd., Santa Clara

7	<b>Project Name</b>	Next Door Solutions – HomeSafe Santa Clara
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: *\$20,000
	<b>Description</b>	This program provides case management support services and shelter for residents of the HomeSafe Santa Clara, an affordable transitional housing program for survivors of domestic violence located in the City of Santa Clara or at Next Door Solutions' emergency shelter in San Jose.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Next Door estimates that they will serve 74 women and children who reside in Santa Clara and are victims of domestic violence.
	<b>Location Description</b>	Confidential
8	<b>Project Name</b>	Bill Wilson Center – Family Advocacy Services (FAS)
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: *\$35,000
	<b>Description</b>	FAS is a school-based, family and youth homeless prevention and intervention service at Santa Clara high schools. FAS was developed to address the needs of extremely low-income families who are homeless or on the verge of becoming homeless so the children can remain in school; giving them the best chance of academic success. FAS services include short-term, intensive case management, educational resources, budgeting and financial management assistance, legal needs assistance, parent education workshops, and linkage to emergency financial resources (e.g., rental assistance).
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	140 individuals/families served.
<b>Location Description</b>	Citywide	

9	<b>Project Name</b>	Senior Adult Legal Assistance (SALA) – Elders Legal Services
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: *\$15,000
	<b>Description</b>	Provide free, civil, legal services to seniors (age 60 and older).
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	SALA will serve approximately 100 clients and provide 36 intake days.
	<b>Location Description</b>	Citywide
10	<b>Project Name</b>	Live Oak Adult Day Care
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: *\$15,000
	<b>Description</b>	Provide free or low-cost day care for seniors.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Live Oak will assist 40 beneficiaries.
	<b>Location Description</b>	Citywide

11	<b>Project Name</b>	Neighborhood Conservation and Improvement Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: *\$952,343
	<b>Description</b>	The NCIP provides rehabilitation to owner-occupied single family homes whose incomes are at or below 80% of the County's AMI. The City recommends the funding levels to City Council without including program income in the budget. This is with the historical understanding that program income received during the program year will be applied to the NCIP.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The NCIP will assist approximately 50 households with housing rehabilitation.
	<b>Location Description</b>	Citywide



12	<b>Project Name</b>	Tenant Based Rental Assistance
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	HOME: *\$1,1313,972
	<b>Description</b>	The Tenant-Based Rental Assistance (TBRA) program will provide rental assistance for approximately 40 homeless households or those at risk of homelessness. The activity will also continue drawing down funds programmed in previous years.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 40 households will be served in this fiscal year.
	<b>Location Description</b>	Countywide
13	<b>Project Name</b>	Community Housing Development Organization Project
	<b>Target Area</b>	Citywide and contiguous jurisdictions
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: *\$63,353
	<b>Description</b>	Commitment of funding expected to be made in PY 2018-19 along with prior years' HOME funds and leveraged funding from local sources.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 Household
	<b>Location Description</b>	Citywide and possibly in neighboring jurisdictions.

14	<b>Goals Supported</b>	Administration
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: *\$255,497
	<b>Description</b>	Program administration for CDBG program activities.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
15	<b>Project Name</b>	HOME Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Administration
	<b>Needs Addressed</b>	
	<b>Funding</b>	HOME: *\$52,235
	<b>Description</b>	Administration expenses to carry out HOME activities
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

*Note: Silicon Valley Independent Living Center are proposed to be funded with general fund dollars if approved through the City's budget.*

## AP-50 Geographic Distribution – 91.220(f)

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

Investments will be allocated citywide for affordable housing services and related capital projects, homeless services and related capital projects, fair housing services and public services for special needs populations.

### **Geographic Distribution**

**Table 10 - Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds New in 2018-19</b>	<b>Including Carryovers</b>
El Camino Real Focus Area	0%	0%
Citywide	100%	100%

### **Rationale for the priorities for allocating investments geographically**

Due to difficulty in finding CDBG-eligible projects, the El Camino Real Focus Area will not be addressed in Program Year 2019-2020; however, other activities will be available Citywide.

HOME funds may be spent in a contiguous jurisdiction. A HOME CHDO project has yet to be identified.

## AP-55 Affordable Housing – 91.220(g)

### **Introduction**

For the purpose of this section, the term “affordable housing” is defined in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership.

The City of Santa Clara has identified the production and maintenance of affordable housing as the primary objective for the expenditure of federal funds in the Consolidated Plan. While CDBG and HOME funds are limited, the City will continue to allocate funding to affordable housing projects, including owner-occupied rehabilitation. The City has non-federal funding sources that it will use toward the development of affordable housing during Program Year 2019-2020.

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households to be Supported (by Population Type)</b>	
Homeless – Housing assistance for units <u>reserved</u> for homeless individuals and households.	0
Non-Homeless – Housing assistance for all units NOT reserved for homeless individuals and households.	0
Special-Needs – Housing assistance for units reserved for households that are not homeless but require specialized housing or supportive services.	1
<b>Total</b>	<b>1</b>

**Table 12 - One Year Goals for Affordable Housing by Support Type**

<b>One Year Goals for the Number of Households Supported Through (by Program Type)</b>	
Rental Assistance – Housing assistance for programs such as tenant-based rental assistance (TBRA) and one-time payments to prevent homelessness.	40
The Production of New Units – New units, including the conversion of non-residential properties.	0
Rehab of Existing Units – Rehabilitation of existing units, including reconstruction. If unit will be acquired and rehabilitated, report the unit only once.	40
Acquisition of Existing Units – Housing assistance for programs such as down payment assistance. If the unit will be acquired and rehabilitated, report the unit only once.	1
<b>Total</b>	<b>81</b>

## AP-60 Public Housing – 91.220(h)

### **Introduction**

The Santa Clara County Housing Authority (SCCHA) is a participating member of the CDBG Coordinators Committee. The City has a successful working relationship with the SCCHA. The City's Housing Authority, using funds from the now-defunct Redevelopment Agency (RDA), has developed seven housing projects in the City with 340 affordable housing units over the last decade.

### **Actions planned during the next year to address the needs to public housing**

The SCCHA has converted three of their original public housing projects to affordable housing stock. The City will continue to work closely with the SCCHA to address any needs identified during the program year.

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

SCCHA is proactive in incorporating resident input into the agency's policy-making process. The SCCHA board includes two tenant commissioners that provide input from the tenant's perspective.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not applicable.

## AP-65 Homeless and Other Special Needs Activities – 91.220(i)

### **Introduction**

The City of Santa Clara region is home to the fourth-largest population of homeless individuals and the highest percentage of unsheltered homeless of any major city. As of the 2019 Point in Time Homeless Census, the City had 272 homeless residents, and over 73 percent of were unsheltered; living in a place not fit for human habitation. Santa Clara clients (those who report that their last permanent zip code was in the City of Santa Clara) represent approximately 4 percent of the homeless persons identified in the County's Point-In-Time count. The homeless assistance program planning network is operated countywide and governed by the Santa Clara Continuum of Care (CoC) board, which is made up of the same individuals who sit on the Destination: Home Leadership board. The membership of the CoC is a collaboration of representatives from local jurisdictions comprised of community-based organizations, the Santa Clara County Housing Authority, governmental departments, health service agencies, homeless advocates, consumers, the faith community, and research, policy and planning groups. The management information system utilized by the CoC is referred to as the Homeless Management Information System (HMIS). The HMIS monitors outcomes and performance measures for all the homeless services agencies funded by the County.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City renewed its agreement with the County of Santa Clara in PY 2019-2020 for two years to provide intensive case management to approximately 20 chronically homeless individuals identified by the City's police department. This includes 20 individuals receiving assistance in PY 2018-2019. The County provides housing subsidies for the participants in this program while the City uses its Successor Housing Agency funds to provide the case management and services for the program. In PY 2019, the City will continue to collaborate with the County in their new county wide homelessness prevention program, which will assist approximately 20 households over the next two years.

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

The City will fund a number of agencies that serve homeless persons accessing emergency and transitional shelters. Much of the funding will come from CDBG funds for agencies like public service agencies with CDBG funding, such as NextDoor Solutions for their program at HomeSafe Santa Clara program, and Silicon Valley Independent Living Center for its Housing Program for the Disabled.

**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.**

Particularly for chronically homeless, it is preferable for individuals to receive intensive case management rather than simple information and referral services. Case managers work to assist homeless individuals find housing, connect with resources, and receive services to maintain housing. The provision of case management is person-based rather than shelter-based with the goal of rapid re-housing. The five-year goals of the Community Plan to End Homelessness establish a target of creating 6,000 housing opportunities for persons who are homeless. An additional goal is for each of the 6,000 new tenants to have access to the services that will allow them to maintain that housing.

The City will continue using prior years' HOME funds in its agreement with the Housing Trust of Silicon Valley to provide TBRA security deposits to the homeless or those at risk of homelessness with an expected 40 households to benefit.

Countywide, there were 294 homeless families with children counted. Homeless families are typically underrepresented in Santa Clara's Homeless Survey. Oftentimes, homeless families are using shelters or transitional housing facilities, vehicles, and/or splitting up and couch surfing. This results in an under represented count of homeless families during the census.

Along with the point-in-time count, 587 surveys were given to homeless households/individuals. The surveys were given primarily in unsheltered locales. The results showed "257 chronically homeless individuals, 49 homeless veterans, 19 individuals in homeless families, 42 unaccompanied children and transition-age youth."<sup>7</sup>

The TBRA program is a short-term solution to homelessness (unlike permanent supported housing for the chronically homeless). The Homeless Survey has shown that families with children are not only a special needs population, but tend to be underrepresented in Homeless Surveys. The City's TBRA program will continue to focus on assisting the City's homeless and at-risk of homelessness population; however, preferences towards families with children, and individuals and/or families exiting housing exclusively designated for domestic violence survivors will be given.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The City provides CDBG funding to the Bill Wilson Center for youth services, St. Justin for their food assistance program, and the YWCA for services to survivors of domestic violence.

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<sup>7</sup> 2017 Santa Clara County Homeless Census and Survey Report (page 33)

**HOPWA Funds**

The City does not receive HOPWA funds.

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	
Tenant-based rental assistance	
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	
Total: N/A	

DRAFT



## AP-75 Barriers to affordable housing – 91.220(j)

### **Introduction**

The jurisdictions within the County face barriers to affordable housing that are common throughout the Bay Area. High on the list is the lack of developable land, which increases the cost of available lands and increases housing development costs. Local opposition is another common obstacle as many neighbors have strong reactions to infill and affordable housing developments. Opposition is often based on misconceptions, such as an anticipated increase in crime; erosion of property values; increase in parking and traffic congestion; and overwhelmed schools. However, in order to ensure a healthy economy, the region must focus on strategies and investment that provide housing for much of the region's workforce – sales clerks and secretaries, firefighters and police, teachers and health service workers – whose incomes significantly limit their housing choices.

### **Actions it planned 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**

The City identified multiple barriers to affordable housing, including income and wages that are not consistent with the rising cost of housing, a competitive rental and home market, and diminishing public funds.

The Housing Element includes the following actions to remove or ameliorate barriers: Work with nonprofits to acquire and rehabilitate distressed multi-family housing and convert it to low income housing, update the City's zoning ordinance to comply with state laws on reasonable accommodations, emergency shelters, transitional and supportive housing and density bonuses, accommodation of the Regional Housing Needs Assessment for the 2015 Housing Element to maintain an inventory of housing sites appropriate for a range of income levels and for supportive housing for persons with physical and developmental disabilities, analysis of impact fees, promote construction of accessory units and low income housing types such as Single Room Occupancy units, continue to require developers of 10 or more homeowner units to provide Below Market Rate units, consider establishing an affordable housing mitigation fee for large office and industrial developments, consider a local source of affordable housing funds.

## AP-85 Other Actions – 91.220(k)

### **Introduction**

This section discusses the City's efforts in addressing the underserved needs, expanding and preserving affordable housing, reducing lead-based paint hazards, and developing institutional structure for delivering housing and community development activities.

### **Actions planned to address obstacles to meeting underserved needs**

One of the major obstacles to meeting the needs of the underserved is the limited amount of funding available to fund public services. The City contributes general funds to fund the tenant/landlord mediation program and the United Way's 211 information line.

### **Actions planned to foster and maintain affordable housing**

The Neighborhood Conservation & Improvement Program (NCIP) is administered by the Housing & Community Services Division of the Community Development Department. The program addresses building/housing code deficiencies, abatement of hazardous conditions, repair/rehabilitation of deteriorated conditions, and accessibility for persons with disabilities, all to improve the habitability, use and occupancy of owner-occupied housing. Financial assistance is provided in the form of a loan. Terms are flexible and below market, depending on the homeowner's household income.

City staff conducts a housing inspection to determine repair needs, prepares work specifications, solicits construction contractors to perform the work, and conducts progress inspections. Since 1976, the NCIP Program has assisted more than 1,750 homeowners. For PY 2019, the City has budgeted \*\$921,762 in CDBG funds for NCIP (this includes program income).

A Memorandum of Understanding, approved by the City Council and RDA Board on November 14, 2006, directed that all RDA funds appropriated for the NCIP Program "will be committed permanently" to the City's NCIP Affordable Housing Rehabilitation Fund (AHRF). Any program income accruing from the expenditure of Successor Housing Agency (SHA) funds for NCIP activities would also be deposited in the AHRF. That program income will not be subject to federal restrictions or requirements. It will primarily be used for the NCIP Program, but may be used for other activities that benefit low and moderate income persons as long as those activities address one or more of the housing and community goals set forth in the City's Consolidated Plan for Program Years 2015-16 through 2019-2020.

The City has a Below Market Purchase Program (BMP) that is authorized by its Housing Element. This program requires developers to set aside ten percent of newly constructed units for housing affordable to moderate income homebuyers. The City's BMP Program is currently administered by Housing Trust Silicon Valley. The BMP Program created an additional source of revenue to augment future housing and community objectives – the City Affordable Housing Fund (CAHF). After five years, a BMP housing unit can convert from a restricted sales price to a market price. If a BMP unit is sold after the initial 5-year period, the City recaptures the value of the affordable purchase price discount. Proceeds from that recapture are deposited in the CAHF. Use of CAHF funds is not subject to federal or state restrictions or requirements. The CAHF funds will be used for activities that benefit low and moderate income persons and address one or more of the housing and community goals set forth in the City's Consolidated Plan and its Housing Element.

### **Actions planned to reduce lead-based paint hazards**

The City undertakes HUD-funded projects in accordance with the Lead-Based Paint Regulations published in 2000. These regulations most commonly affect residential structures rehabilitated through NCIP. When identified, lead paint will be controlled or abated and disposed of properly to eliminate or reduce the hazard of environmental or human contamination. The City has adopted a written plan to implement the regulations in its NCIP Program and other housing rehabilitation activities.

### **Actions planned to reduce the number of poverty-level families**

The City's Section 3 Affirmative Action Plan was last updated on July 1, 2011. The purpose of the plan is to assure that new jobs created by the use of federal entitlement funds provide opportunity for the recruitment, training and employment of low income persons residing in the City of Santa Clara. To this end, the stated purpose of the plan is to "provide lower income residents within the project area [City of Santa Clara] the opportunity for employment and training and for the awarding of contracts to businesses located or owned in substantial part by persons residing in the project area." This action plan is required of all contracts for non-exempt projects funded by HUD. Projects with less than \$200,000 in CDBG/HOME funds are exempt from Section 3 requirements.

On March 24, 2017 the Santa Clara City Council unanimously passed the first worker retention ordinance in Silicon Valley. This ordinance will provide much-needed job security to some of the most vulnerable workers. This law protects food and building service workers from mass layoffs when companies switch contractors. It requires that if a company with an office or venue in Santa Clara hires a new contractor or brings services in-house, the workers who currently work at that location must be kept on for a 90-day transition period.

The City of Santa Clara is a participating member of the North County Consortium of Neighborhood Self Sufficiency Centers whose mission is to support the long-term sustainability and self-sufficiency of CalWORKs families. The consortium is made up of over 30 businesses, agencies and schools that have a record of successful work with CalWORKs clients.

The Santa Clara Unified School District (SCUSD) Adult Education Center has a CalWORKs Site Representative who acts as a liaison for participating CalWORKs students and Santa Clara County Social Services Agency. Some of these responsibilities include ensuring that all participants on campus are remaining in compliance with federal regulations, developing a 'welfare to work' plan, reporting monthly attendance to the County for each participant, and reporting progress reports on a quarterly basis for each participant CalWORKs student to the County. In addition to the Site Representative, the Adult Education Center has a Career Advisor for CalWORKs students to help them in job placement, resume development, and interviewing skills.

### **Actions planned to develop institutional structure**

The City will continue its participation in the CDBG Coordinators Committee, which increasingly has become a public forum for discussion and active planning of common strategies to address the housing and community needs in Santa Clara County.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City will continue its efforts to encourage consortium-building among housing developers, public service providers, and governmental and non-governmental entities. The City has achieved proven results in using federal funds to leverage private funds. The City participates in the quarterly meetings of the Supportive Housing Roundtable, which includes government agencies, housing developers, service providers, legal services and private funders.

### **Discussion**

In 1983, the City of Santa Clara joined with several other cities to create the North Valley Job Training Consortium (NOVA) in response to the federal Workforce Investment Act. The consortium is a private/public partnership made up of representatives of local government, business and industry, labor, education and training systems, employment services, and community support organizations. Currently, the cities of Santa Clara, Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, and Sunnyvale and San Mateo County are participating members. The NOVA Workforce Board was established to guide the agency in its mission to deliver employment and training services that enhance people's ability to live and work in Silicon Valley. Many of the services and programs provided by NOVA target disadvantaged youth and adult populations, who may have limited education and/or barriers to employment. NOVA is a partner in the CONNECT! Job Seeker Center, a comprehensive resource center open to all job seekers, which offers computer access, a resource library, resume assistance and job search workshops.

The Housing Authority was approved as a Moving to Work (MTW) Agency in January of 2008. That program allows the HACSC additional administrative flexibility between programs. The three major goals for the MTW program are to increase cost effectiveness, to promote self-sufficiency, and to expand housing options for program participants.

## AP-90 Program Specific Requirements – 91.220(I) (1, 2, 4)

### **Introduction**

#### **Community Development Block Grant Program (CDBG)**

##### **Reference 24 CFR 91.220(I) (1)**

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	300,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
<b>Total Program Income</b>	<b>300,000</b>

#### **Other CDBG Requirements**

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(I) (2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City does not use HOME funds beyond those identified in Section 92.205.

2. The City does not use HOME funds beyond those identified in Section 92.205. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Homeowner Equity – for purposes of this policy, it is defined as the sum of the down-payment, principal paid, and homeowner improvements.

HOME Equity – for purposes of this policy, it is defined as the amount of HOME investment, adjusted as follows: (1) The HOME investment amount would be reduced if, at the time of the homeowner's purchase, the market price is less than the cost of construction, by the amount of that difference; and (2) Beginning after six years of residency by the original buyer, the City would reduce its share of excess proceeds by a maximum of 10% for each additional full year the original buyer resides in the home. After the completion of 15 years of residency by the original buyer, the City would have no interest in recapturing any portion of its original HOME investment.

In the event of a sale of a HOME-assisted house during the 15 year HOME affordability period, sales proceeds would be distributed in the following order of priority:

- a. Closing costs.
- b. Primary mortgage loan (City or private lender).
- c. Other loans superior to the City's HOME investment lien (if any have been approved by the City).

The remaining funds are considered Shared Net Proceeds under the HOME regulations and would be distributed in the following order of priority:

- d. Homeowner Equity, or the amount of Shared Net Proceeds, whichever is less.
- e. Homeowner Shared Net Proceeds. This amount will be the greater of: (1) Homeowner Equity that was paid as described above; or (2) proportionately of the Shared Net Proceeds, according to the formula - Homeowner Equity, divided by the sum of Homeowner Equity plus HOME Equity.
- f. HOME investment. The remainder of the Shared Net Proceeds. If the remaining Shared Net Proceeds are insufficient to repay the full amount of the City's HOME investment, the City would forgive any of the HOME investment that could not be repaid from the remaining Shared Net Proceeds.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds. See 24 CFR 92.254(a)(4) are as follows:  
The City secures its HOME funds by recording Deeds of Trust on the title of the property that received the funding. The period of affordability would be a minimum of 15 years.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City does not have any plans to use HOME funds to refinance existing debt on multi-family.

5. HOME funds may be allocated to affordable housing capital projects in contiguous jurisdictions.

## **Discussion**

The following guidelines will apply to the TBRA program:

The program will serve homeless or at-risk of becoming homeless households, with preference given to families with children. The household income must be at, or below 60% AMI as published by HUD. Households must reside in or have proof of a last permanent address in the City of Santa Clara, or who are currently working or have a bonafide job offer in the City of Santa Clara, or be homeless in the City of Santa Clara, or have children attending a school in the Santa Clara Unified School District.

Participants go through the County's Coordinated Assessment system and be placed in the Community Queue (a separate, confidential process is available within the system for domestic violence survivors). A Vulnerability Index-Service Prioritization Decision Assistance Tool 2.0 (VI-SPDAT) will assess the participant's vulnerability and placement in the Queue. Further, the City's program-specific filters (e.g., families with children) will result in referrals to the City's TBRA program from the Queue.

While it would be ideal for participants to locate housing within the City's limits, the program will allow participants to find housing located anywhere within the County of Santa Clara.