

City of Santa Clara



CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

**Fiscal Year 2020-2021
(Program Year 2020)**

DRAFT

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Contents

| | |
|--|----|
| Overview..... | 1 |
| CR-05 - Goals and Outcomes | 2 |
| CR-10 - Racial and Ethnic Composition of Families Assisted..... | 7 |
| CR-15 - Resources and Investments 91.520(a) | 8 |
| CR-20 - Affordable Housing 91.520(b) | 12 |
| CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c) | 14 |
| CR-30 - Public Housing 91.220(h); 91.320(j)..... | 15 |
| CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j) | 16 |
| CR-40 - Monitoring 91.220 and 91.230 | 22 |
| CR-45 - CDBG 91.520(c) | 23 |
| CR-50 - HOME 91.520(d) | 23 |

Areas highlighted in YELLOW are subject to change.

Overview

The City of Santa Clara is a participant in the federal Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs through the United States Department of Housing and Urban Development (HUD). HUD annually provides funding to the to be used for social programs, affordable housing developments, and community development projects that benefit low-income persons and households. As a recipient of HUD funding, the City is required to prepare a five-year strategic plan called a Consolidated Plan (ConPlan). The ConPlan identifies housing and community needs of low-income persons within the City, identifies and prioritizes resources to address those needs, and establishes annual goals and objectives to measure performance. The objectives of the ConPlan are accomplished through Annual Action Plans (AAP).

The AAP provides a summary of the projects, activities, and the specific federal and non-federal resources that will be allocated each year to address the priority needs and specific goals identified in the ConPlan. At the end of each fiscal year, the City reports on its accomplishments and progress towards the ConPlan goals. This report is called Consolidated Annual Performance and Evaluation Report (CAPER). The 2020 CAPER reports on activities performed during the Fiscal Year 2020-2021; also known as Program Year 2020 (PY20). PY20 is the first year of the 2020-2025 ConPlan cycle.

The major accomplishments for PY20 include:

Tenant Based Rental Assistance (TBRA). TBRA provided rental and deposit assistance to homeless individuals or those at risk of becoming homeless households in Santa Clara with incomes at or below 60% of the Area Median Income (AMI). Fifty-two households, that include seventy-five adults and 107 children, were assisted with rental subsidies and deposits. Case management services were also provided and funded through the City's special revenue funds. **Funds spent: \$994,599 (HOME), and \$230,700 (City Affordable Housing Funds and City Housing Successor Funds).**

Public Services. Fifteen public service activities administered by eleven nonprofit agencies, the City and County were awarded grants to provide a variety of services, such as meals, legal services, senior care and housing assistance to low-income residents. Approximately 1,500 people benefited from these services. **Funds spent: \$237,120 (CDBG), \$95,000 General Funds, \$110,000 (City Housing Successor Funds), and \$78,952 (City Affordable Housing Funds).**

Capital Improvement Projects. Twelve households benefited from capital improvements, which included single-family home rehabilitation and improvements completed through the City's Neighborhood Conservation and Improvement Program and Rebuilding Together Silicon Valley's Minor Home Repair Program. **Funds Spent: \$392,156 (CDBG).**

Emergency Rental Assistance: 203 households, made up of 620 people, received emergency rental assistance through the City's Emergency Rental Assistance Program (ERAP). **Funds Spent: \$1,442,424 (CDBG).**

CR-05 - Goals and Outcomes

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

PY2020 is year one of the 2020-2025 ConPlan. Data in Table 1 highlights key accomplishments during the program year and shows progress towards the ConPlan goals. Results for activities funded with local funds are noted in this narrative rather than the table. Highlights include:

Affordable Housing Goal – The ConPlan has an expected goal of assisting 630 households over the 5-year period. The Goal Outcome Indicators stated in the ConPlan are:

225 households to receive homeowner rehabilitations (175 from NCIP and 50 from the minor repair program).

5 rental units rehabilitated.

200 households to receive Tenant Based Rental Assistance.

For PY20, the progress towards the ConPlan goals are as follows:

3 households assisted through NCIP and 10 through the minor repair program. The COVID crisis had a profound affect on the program reaching its annual goal as most homeowners did not want to have contractors in their home.

203 households received emergency rental assistance during the PY20/21. Since the activity is still ongoing, these numbers may not be reflected until the 2021 CAPER.

Zero rental units were rehabilitated. HOME CHDO set-aside funds are allocated for this purpose. No CHDOs were identified, so the set-aside remains to be used in future program years.

52 households received TBRA subsidies during the PY20/21. The activity was closed out after the completion of the program year, so these numbers may be different than what is reflected in IDIS.

Homelessness Goal – The ConPlan has an expected goal of assisting 815 people with Homelessness Prevention and Case Management services. The Goal Outcome Indicators stated in the ConPlan are:

315 households to receive homeless prevention services for domestic violence survivors.

200 TBRA households to receive case management services funded with local funds.

200 homeless households to receive case management services funded with local funds.

For PY20, the progress towards the ConPlan goals are as follows:

70 households affected by domestic violence received services, exceeding the annual goal of 63 households.

52 TBRA households received case management services funded with local funds. These households are only counted under the Affordable Housing goal so as to not double count them.

81 homeless households received case management services funded with local funds.

52 households received TBRA subsidies during the PY20/21. The activity was closed out after the completion of the program year, so these numbers may be different than what is reflected in IDIS.

Public Services – The ConPlan has an expected goal of assisting 10,020 persons through various Public Services. The Goal Outcome Indicators stated in the ConPlan are.

10,020 households to receive various public services benefiting seniors, youth and the disabled.

200 households to receive emergency rental assistance rental.

For PY20, the progress towards the ConPlan goals are as follows:

1,480 households received a variety of public services. Some public service agencies did not meet their annual goal due to the pandemic

203 households received emergency rental assistance. These numbers may not show until next CAPER as the activity is still ongoing.

Fair Housing – The ConPlan has an expected goal of assisting 150 households assisted with Fair Housing services. In PY20, Fair Housing Services was funded through the General Fund. Results will be noted in narrative sections of the CAPER. For PY20, the progress towards the ConPlan goal was 31 households assisted with Fair Housing services.

Public Facilities – The ConPlan has an expected goal of assisting 684 households with Public Facility Improvements. For PY20, the progress towards the ConPlan goal was zero. This is due to staffing resources being focused on the Emergency Rental Assistance Program (ERAP). As ERAP wraps up, the project to assist LifeMoves with three generators for their homeless facilities will begin.

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)

Table 1 provides numeric detail on activities completed in PY20, and progress made toward meeting the ConPlan goals and objectives.

| Goal | Category | Source and Amount | Indicator | Unit of Measure | Expected 2020-2025 Strategic Plan | Actual 2020-2025 Strategic Plan | Percent Complete of 5-year Goal | Expected PY 2020 | Actual PY 2020 | Percent Complete PY 2020 |
|--------------------|---|---|---|------------------------|-----------------------------------|---------------------------------|---------------------------------|------------------|----------------|--------------------------|
| Admin. | Other – Admin. of CDBG & HOME | HOME: \$53,382 CDBG: \$287,943 CDBG-CV: \$327,876 | Other | Other | 0 | 0 | 0% | 0 | 0 | 0% |
| Affordable Housing | Affordable Housing | HOME: \$1,746,618 | TBRA/Rapid Rehousing | Households Assisted | 200 | 52 | 26% | 40 | 52 | 26% |
| | | | Rental units rehabilitated | Household Housing Unit | 5 | 0 | 0% | 1 | 0 | 0% |
| | | CDBG: \$619,893 | Homeowner Housing Rehabilitated | Household Housing Unit | 215 | 13 | 6% | 35 | 13 | 6% |
| Fair Housing | Affordable Housing Non-Homeless Special Needs | LOCAL: \$20,000 | Public service activities other than Low/Moderate Income Housing Benefit | Households Assisted | 150 | 31 | 21% | 30 | 31 | 21% |
| Homeless | Homeless | CDBG: \$19,177 | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 315 | 70 | 22% | 63% | 70 | 111% |
| | Homeless County Case Mgt. & Homeless Prevention | CHSF: \$150,000 CAHF: \$100,697 | Homelessness Prevention | Persons Assisted | 300 | 81 | 27% | 60 | 81 | 135% |
| | Non-Housing Community Develop. | CDBG: \$90,000 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 684 | 3,900 | 564% | 684 | 336 | 570% |
| Public Services | Non-Homeless Special Needs | CDBG: \$232,829 <i>Nonprofit agencies</i> | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 7,045 | 1,150 | 16 | 1409 | 1150 | 82% |
| Public Services | Non-Homeless Special Needs | CDBG-CV: \$1,311,508 | Public service activities Low/Moderate Income Housing Benefit | Households Assisted | 250 | 203 | 81% | 250 | 203 | 81% |
| | | | | | | | | | | |

**Table 1 – CR-05 – Goals and Outcomes
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.

The ConPlan describes the following priorities and objectives in order to guide programmatic decisions and resource allocation:

Affordable Housing: Support affordable housing for low-income and special needs households. This includes funding new affordable housing developments, rent subsidies, and rehabilitation of single and multi-family housing.

There are four housing problems that are measured by [ACS Comprehensive Housing Affordability Strategy \(CHAS\) data](#) that give a glimpse into the conditions of households:

- 1) Incomplete kitchen facilities;
- 2) Incomplete plumbing facilities;
- 3) More than 1 person per room; and,
- 4) Cost Burden. The ratio of housing costs to household income.
 - A. Cost Burden of greater than 30% and less than 50%.
 - B. Severe Cost Burden of greater than 50%.

According to 2013-2017 CHAS data, 40% of Santa Clara households experience at least one of the four Housing Problems. Further, 16.5% experience severe cost burden in which their housing expenses exceed 50% of their income. Homeowners, typically seniors, that are experiencing such cost burdens usually forego repairs and maintenance to their homes; allowing their houses to fall further into a state of disrepair.

The CDBG-funded **Neighborhood Conservation and Improvement Program (NCIP)** assists low-income homeowners with repairs and upgrades to their owner-occupied home. In order to increase efficiency, the City has Rebuilding Together Silicon Valley as a subrecipient to perform minor rehabilitation projects. This program works with the City-run NCIP program, which focuses on larger scale projects, to meet the ConPlan goal of supporting affordable housing.

The HOME-funded **Tenant Based Rental Assistance (TBRA) program** also helps address the goal of Affordable Housing. TBRA assists households with deposit and rental subsidies (funded with HOME funds), along with case management services (funded with local funds). The TBRA program assisted 52 households in PY20 consisting of 75 adults and 107 children.

Public Services: Public Service activities provide services mainly to seniors and youth. The City funds the County of Santa Clara's Office of Supportive Housing to administer case management services to 20 homeless households, and provides Homeless Prevention services to 62 other households.

The City also instituted an Emergency Rental Assistance Program to help prevent homelessness brought upon by the pandemic. The City was the first in the area to assist their low-income residents with assistance paying their back rent.

Homelessness: The City funds Next Door Solutions to Domestic Violence to provide services to those impacted by domestic violence. Due to the pandemic, the 2021 Santa Clara County Homeless Census and Survey Report was not complete. The [2019 Santa Clara County Homeless Census and Survey Report](#) showed that there were 326 people experiencing homelessness in the City of Santa Clara. This is a 20% increase from the last census of 2017. When asked what may have prevented homelessness, the top response was some sort of rent/mortgage assistance. It is believed that many families go uncounted as they tend to split up stay with friends, relatives, or in illegal dwelling units.

CDBG and local funds are also used to fund non-profit agencies such as The Bill Wilson Center, which focuses on homeless teens, families at risk of homelessness, and they are also one of two agencies that administer the City's TBRA program.

Fair Housing: Promote Fair Housing choice through funding education, counseling, advocacy, investigation, conciliation, and enforcement of Fair Housing regulations. **Project Sentinel**, an area non-profit, received \$20,000 of local funds to provide comprehensive fair housing services including investigation, counseling, referral and education, designed to reduce the incidence of illegal discrimination in housing. 31 persons were served in this activity.

Public Facilities: Curb cuts throughout the city are funded were funded in 2018; however, construction did not begin until late in the 2019-2020 fiscal year. The results of a citywide survey for the 2019 Annual Action Plan showed more interest in spending capital improvement funds on our NCIP homeowner rehabilitation program, so funds that were typically reserved for public facility improvements were directed to NCIP. The Curb Cut activity did complete in PY20.

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 | CDBG-CV | HOME | LOCAL |
|---|--------------|------------|-----------|--------------|
| White | 2,547 | 47 | 43 | 302 |
| Black or African American | 226 | 17 | 4 | 24 |
| Asian | 2,010 | 37 | 2 | 83 |
| American Indian/Alaska Native | 68 | 5 | 2 | 8 |
| Native Hawaiian or Other Pacific Islander | 118 | 3 | 0 | 0 |
| Asian & White | 84 | 5 | 0 | 0 |
| Black/African-American & White | 21 | 4 | 0 | 0 |
| American Indian/Alaska Native & White | 24 | 1 | 0 | 0 |
| Other Multi-Racial | 35 | 84 | 1 | 1530 |
| Total | 5,133 | 203 | 52 | 1,947 |
| Hispanic | 966 | 85 | 38 | 105 |
| Not Hispanic | 4,167 | 118 | 14 | 1,842 |

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

Narrative

According to the 2019: ACS 1-Year Estimates Data Profiles, the top race demographics are White (34.7%) and Asian (46.5%), and 16.3% of all residents identifying as Hispanic.

The programs serve an ethnically diverse population of individuals and families. The services provided to Santa Clara residents broken up by race closely align with the overall demographics of the city: 42.6% of the people served are White, 32.4% are Asian, and 22.5% identified as Hispanic.

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 Allocation and Program Income | \$1,849,842 | \$1,441,998.84 |
| HOME | HOME Allocation and Program Income | \$1,799,900 | \$777,308.64 |
| CDBG-CV | CDBG CARES Act Funding | \$1,639,384 | \$617,401.44 |
| Gen. Fund | General Fund | \$95,000 | \$95,000.00 |
| Other | City Affordable Housing Fund | \$275,697 | \$275,697 |
| Other | Successor Housing Agency Program Income | \$250,000 | \$250,000 |
| Other | Land Held for Development | \$12,000,000 | 0 |

Table 3 - Resources Made Available

Narrative

The City of Santa Clara used CDBG and HOME funds to carry out the objectives identified in the 5-Year ConPlan. These activities were performed throughout the City, with no directed geographic concentration of resources.

CDBG resources that were available in PY20 totaled \$1,849,842. During the PY20, \$1,441,998.84 was disbursed, with the majority of the funds going to the Homeowner Rehabilitation Program (i.e., NCIP) and the Emergency Rental Assistance Program (ERAP). NCIP addresses the ConPlan Goal Outcome Indicator of Affordable Housing, while ERAP addresses the Goal Outcome Indicator of Public Services.

HOME resources that were available in PY20 totaled \$1,799,900. During PY20, \$777,308.64 was disbursed with the majority of the funds going to the Tenant Based Rental Assistance (TBRA) program to address the ConPlan goal of Affordable Housing.

GENERAL FUND resources that were available in PY20 totaled \$95,000. During PY20, \$95,000 was disbursed with the majority of the funds going to addresses the ConPlan Goal Outcome Indicator of Public Services that could not be funded with CDBG or HOME funds such as Fair Housing, Landlord Mediation, and United Way 211.

CITY AFFORDABLE HOUSING FUND resources that were available in PY20 totaled \$275,697. During PY20, \$275,697 was disbursed with most going to address the ConPlan Goal Outcome Indicator of Homelessness through case management services for TBRA participants.

CITY HOUSING SUCCESSOR FUND resources that were available in PY20 totaled \$250,000. During PY20, \$250,000 as disbursed with most going to address the ConPlan Goal Outcome Indicator of Homelessness through case management services for TBRA participants.

Identify the geographic distribution and location of investments

| Target Area | Planned % of Allocation | Actual % of Allocation | Narrative Description |
|-------------|-------------------------|------------------------|-----------------------|
| Citywide | 100 | 100 | Service area |

Table 4 – Identify the geographic distribution and location of investments

Narrative

All activities and programs were open to all low-income residents in the City of Santa Clara.

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.

| Fiscal Year Summary – HOME Match | |
|--|----------------|
| 1. Excess match from prior Federal fiscal year | \$7,146,964.01 |
| 2. Match contributed during current Federal fiscal year | \$248,702.25 |
| 3. Total match available for current Federal fiscal year (Line 1 plus Line 2) | \$7,395,666.35 |
| 4. Match liability for current Federal fiscal year | \$65,235.97 |
| 5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4) | \$7,330,430.38 |

Table 5 – Fiscal Year Summary - HOME Match Report

For Federal Fiscal Year 2020 (October – September), the HOME Match Report shows the local match contribution of \$248,702.25 was more than its HOME program match liability of \$65,235.97 for the year; however, due to a HUD waiver, the match requirement is actually zero. Further, the City was able to use local funds of to pay for case management services for TBRA clients. Locally funded case management services for our TBRA clients have resulted in a more comprehensive and successful program for our previously homeless families.

The City also leveraged federal funds by funding Fair Housing services and Tenant/Landlord Mediation services with local funds. This leveraging of local funds allowed the City to contribute more HOME funds to its TBRA program. Lastly, CDBG funds are leveraged private funds from our nonprofits to allow for more beneficiaries served.

| 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 | Bond | Total Match |
| #10 - Liberty Tower | 04/10/2021 | 0 | \$49,485.19 | 0 | 0 | 0 | 0 | \$49,485.19 |
| #20 - BWC Jackson St. | 04/10/2021 | 0 | \$13,286.38 | 0 | 0 | 0 | 0 | \$13,286.38 |
| #21 - SC Senior Homes | 04/10/2021 | | \$9,366.42 | 0 | 0 | 0 | 0 | \$9,366.42 |
| #210 - BWC Main St. | 04/10/2021 | 0 | \$6,928.96 | 0 | 0 | 0 | 0 | \$6,928.96 |
| #22 - Chateau Apts. | 04/10/2021 | 0 | \$88,729.43 | 0 | 0 | 0 | 0 | \$88,729.43 |
| #254 - De La Cruz | 04/10/2021 | 0 | \$11,112.32 | 0 | 0 | 0 | 0 | \$11,112.32 |
| #326 - Briarwood | 04/10/2021 | 0 | \$11,697.20 | 0 | 0 | 0 | 0 | \$11,697.20 |
| #6 - Westwood | 04/10/2021 | 0 | \$47,210.90 | 0 | 0 | 0 | 0 | \$47,210.90 |
| #639 - Cypress | 04/10/2021 | 0 | \$10,885.55 | 0 | 0 | 0 | 0 | \$10,885.55 |

Table 6 - Match Contribution for the Federal Fiscal Year

HOME Program Income

| Program Income – Enter the program amounts for the reporting period | | | | |
|---|---|---|--------------------------------|--|
| 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 \$ |
| \$436,257.62 | \$384,393.60 | \$201,429.89 | \$994,598.73 | \$619,221.33 |

Table 7 – Program Income

HOME MBE/WBE report

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

| | Total | Minority Business Enterprises | | | | White Non-Hispanic |
|----------------------|-------------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Contracts | | | | | | |
| Number | 2 | | | | | |
| Dollar Amount | \$1,746,528 | 0 | 0 | 0 | 0 | 0 |
| Sub-Contracts | | | | | | |
| Number | | | | | | |
| Dollar Amount | | | | | | |
| | Total | Women Business Enterprise | Male | | | |
| Contracts | | | | | | |
| Number | 2 | 0 | 0 | | | |
| Dollar Amount | \$1,746,528 | 0 | 0 | | | |
| Sub-Contracts | | | | | | |
| Number | | | | | | |
| Dollar Amount | | | | | | |

Table 8 - Minority Business and Women Business Enterprises

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

| | 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

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

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

| | One-Year Goal | Actual |
|--|---------------|-----------|
| Number of Homeless households to be provided affordable housing units | 45 | 52 |
| Number of Non-Homeless households to be provided affordable housing units | 46 | 13 |
| Number of Special-Needs households to be provided affordable housing units | 0 | 0 |
| Total | 91 | 65 |

Table 11 – Number of Households

| | One-Year Goal | Actual |
|--|---------------|-----------|
| Number of households supported through Rental Assistance | 45 | 52 |
| Number of households supported through The Production of New Units | 0 | 0 |
| Number of households supported through Rehab of Existing Units | 46 | 13 |
| Number of households supported through Acquisition of Existing Units | 0 | 0 |
| Total | 91 | 65 |

Table 12 – Number of Households Supported

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

Homeless households to be provided affordable housing units. The City had a goal of 45 households to be assisted through its TBRA program. The City assisted 52 households – exceeding its goal by 7 households. These numbers do not count the 20 chronically homeless individuals who were assisted with local and county funds. The TBRA program did not encounter any issues in meeting its goals as most of the clients in the program were continuing from last year, and new clients were added.

Number of Non-Homeless households to be provided affordable housing units. The City anticipated assisting 46 households through its NCIP, Minor Repair (Rebuilding Together Silicon Valley) programs, and CHDO set-aside. The reason for the difference between the goal and the actual households assisted is primarily due to the COVID crisis. The majority of our homeowner rehabilitation program clients are seniors, many declined to continue and/or start their projects during the pandemic. Also, the City continues to struggle to find Community Housing Development Organizations to accept the HOME CHDO set-aside funding. Many non-profits state that there are too many requirements that come with the CHDO funds, and there is not enough funding to make the extra work worth the effort.

Discuss how these outcomes will impact future annual action plans.

The COVID crisis resulted in lower goal numbers. The TBRA numbers will stay about the same, but the NCIP and Minor repair numbers may be reduced. Further, the actual outcomes for future action plans may be lower in these two programs as it will take time to start and/or restart projects that were put on hold due to the COVID crisis.

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.

| Income Levels | CDBG | | HOME | |
|----------------------------|----------------|-----------------|----------------|-----------------|
| | Owner Occupied | Renter Occupied | Owner Occupied | Renter Occupied |
| Extremely Low (<=30%) | 9 | 0 | 0 | 47 |
| Low (>30% and <=50%) | 1 | 0 | 0 | 3 |
| Mod (>50% and <=80%) | 3 | 0 | 0 | 2 |
| Total Low-Mod | 13 | 0 | 0 | 52 |
| Non Low-Mod (>80%) | 0 | 0 | 0 | 0 |
| Total Beneficiaries | 13 | 0 | 0 | 52 |

Table 13 – Number of Households Served

Narrative Information

This table displays the number of households assisted at each income level that received housing assistance during the program year. The majority of beneficiaries for housing related services are extremely low-income residents. Both programs focus on Extremely low and low-income populations. All renter data is from TBRA while owner data is from our NCIP and Minor Repair programs.

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 continues to allocate local funds from its Housing Successor Agency fund to the County of Santa Clara to provide intensive case management to assist 20 chronically homeless individuals who were identified and referred by the Police Department. The County used this funding in conjunction with other County funds to provide housing vouchers that are appropriate to the individual needs. 19 individuals received case management services and 19 were housed. The population served in this program always poses a challenge in meeting goals. Reasons included the difficulty of keeping in touch with some of the clients due to the transitory nature.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City allocated \$19,177 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 70 individuals.

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 agencies that address housing, health, social services, employment, education, or youth needs

The TBRA program does assist families that are "at risk" of being homeless; however, the majority of the program's participants come from the County's Coordinated Assessment list; people that are currently homeless. The City does not have a specific program for assisting those discharged from publicly funded institutions and systems of care. The City coordinates with the Office of Supportive Housing to receive referrals to our TBRA program and our locally funded program that assists individuals that have a high use of police and/or hospital resources. Those exiting such facilities are assessed and placed into the County's Coordinated Assessment list based on their housing need. Finally, The Bill Wilson Center, which specializes in young adults exiting the foster care system, is one of the administrators of the TBRA program. With this connection, they are able to refer some of their own clients to the TBRA program in order to prevent them from possibly becoming homeless as they exit the foster care system.

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 TBRA program focuses on assisting families with children. During their stay in the program, the clients receive locally-funded case management services. The goal is to get them housed and use the time they are in the program to get them on affordable housing development lists, improve their credit, get out of debt, and develop a history of tenancy. The hope is that when their time ends in the TBRA program, they can “graduate” to an affordable unit, make connections with family members, or move to a more affordable area. In PY20, 52 households received assistance through the TBRA program.

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

Actions taken to address the needs of public housing

The Santa Clara County Housing Authority (SCCHA) takes the lead in the creation of Public Housing through their Moving to Work (MTW) program. Currently there are approximately 4,200 applicants on the Section 8 waitlist. Beginning in late 2017, SCCHA began releasing vouchers to qualified Housing Choice Voucher applicants.

Attaching Project Based Vouchers (PBVs) to projects receiving Measure A development funds ensures that units will be affordable for the County’s vulnerable populations, and that new construction properties will have enough long-lasting operating revenue. SCCHA is committed to making available as many additional PBVs in support of Measure A as HUD regulations and funding availability allow. Currently there are three Measure A projects in the City of Santa Clara in some phase of development with approximately 400 affordable units including 175 Permanent Supportive Housing units funded with Project-Based Section 8 Vouchers and \$70 million in Measure A funds.

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

When federal funds are used to develop or rehabilitate low-income units, the City requires that the developer make efforts to obtain input residents on the management of the development. The City also has a Below Market Rate home purchase program. Case managers for the TBRA program are aware of the BMR program and encourage their clients to apply.

Actions taken to provide assistance to troubled PHAs

SCCHA is not a troubled PHA.

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)

Over the next three years the advance planning team is scheduled to complete several significant efforts. All these projects include Council Study Sessions and robust community outreach.

Zoning Ordinance update. Update began in January 2018 and most community engagement has been completed. The Plan document is undergoing final review and is scheduled for Council consideration in the Fall of 2021.

Tasman East Specific Plan. Adopted on November 13, 2018 and supports the development of up to 4,500 new housing units in northern Santa Clara. Projects totaling 4,484 units are now in various stages of the land use entitlement process. Staff is working on a Plan Amendment to add 1,500 additional units.

El Camino Real Specific Plan. Plan preparation began formally in January 2018. This project includes a Citizens Advisory Committee which has guided the planning process. A draft land use plan was completed in 2019 and the draft Plan was made available for public review in 2020.

Patrick Henry Drive Specific Plan. The City launched preparation of a Specific Plan in September 2018. Council reviewed a draft land use plan and Notice of Preparation for environmental analysis in late 2019 that supports the potential development of up to 12,000 new housing units. Staff and consultants are working closely with a stakeholder group to complete preparation of the plan document and project EIR.

Freedom Circle Focus Area. The City is currently preparing to establish a new General Plan Focus Area that would support new future development capacity for up to 3,600 new dwelling units and 2 million square feet of office development. The project incorporates review of a proposed General Plan Amendment submitted by Greystar.

Downtown Precise Plan. Staff began preparation of a Precise Plan for the Downtown earlier this year. City Council is scheduled to appoint a Task Force on December 4. The planning process began in 2019 and extends through mid-2021.

Climate Action Plan (CAP). The City is nearing completion of its first comprehensive update to the City's CAP, originally adopted in 2014. Following initial analysis in 2018 and outreach activities in 2019-2020 the Planning Commission conducted two study sessions this fall. Staff is preparing for Council study session as a next step.

Outreach and Community Benefits Policy. Per recent Council direction, staff is researching potential approaches to enhance public outreach activities, including potential use of

consultants to facilitate outreach meetings, and mechanisms to incorporate the voluntary delivery of community benefits into the outreach process.

2023-2030 Housing Element Update. – Staff is beginning work on the next 8-year cycle update to the City’s General Plan Housing Element in accordance with State Law. The Housing Element update must be complete by the end of 2022. The City is working on a grant application to fund this effort. The preliminary Regional Housing Needs Allocation (RHNA) for Santa Clara is approximately 12,000 units, including approximately 7,000 affordable units, a significant increase (3x) the City’s prior allocation.

Tasman East Specific Plan. – Five projects are currently undergoing Plan review with expected commencement for construction in 2020-2021. One (100% affordable) project currently under construction. An additional five projects are expected to start the Building Permit process in 2020-2021.

Permit System Replacement. – The Department is leading a multi-department effort to replace its 20-year-old permit tracking system. The upgraded system (Accela) will enable a more streamlined permit process. The “go live” date for the initial limited phase (stormwater and police) was fall of 2019, with most services coming online in spring of 2021.

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

In line with one of the objectives set forth by the Housing Element (2014) of the General Plan, the City of Santa Clara adopted a new Affordable Housing Ordinance, including residential and nonresidential mitigation impact fees (in line with the results of the Affordable Housing Nexus Study). Following a series of outreach meetings with the general community and stakeholders between October 2016 and February 2017, an Ad Hoc Affordable Housing Working Group was convened. Meeting four times between March and May 2017, the Affordable Housing Working Group reached a consensus on recommendations for requirements and impact fees for the City Council consideration. The City Council accepted the recommendations set forth by the Ad Hoc Affordable Housing Working Group in July 2017. In late 2017, an ordinance was adopted. The revenue from the adopted fees will be a new source of local affordable housing funds not available since the closure of redevelopment agencies back in 2012.

Housing Program – the Housing Division assists low income residents to achieve affordable housing through a variety of programs. The current program includes:

City Affordable Housing Ordinance;

Implementation of programs that use HUD funding to provide rental assistance; and

Development of City-owned affordable housing sites.

1. San Tomas / Monroe – Financing and Planning permits have been completed for a 65-unit, 100% affordable development. Building permit issuance and construction anticipated for 2021.

2. 3575 De La Cruz – The City has selected a developer (Habitat for Humanity) and is working with them to complete land use entitlements
3. 1021 El Camino Real – the City will be conducting outreach and an RFP process in 2021. Following completion of the initial outreach and RFP process, staff will identify a potential developer to present to the City Council.

| Project | ELI < 30% AMI | VLI 30 50% AMI | LI 50-80% AMI | Mod 80-120% AMI | Totals |
|---------------------|------------------|-------------------|------------------|--------------------|--------|
| 2330 Monroe Street | 16 | 10 | 29 | 10 | 65 |
| 3575 De La Cruz | 0 | 0 | 6 | 7 | 13 |
| 90 North Winchester | 59 | 72 | 32 | 18 | 181 |

The City currently has over 1,200 units of affordable housing units in varying stages of its development pipeline. These units include over 200 units serving those at the lowest end of the affordability spectrum (30% AMI) and nearly another 300 units serving very low-income households (50% AMI). These projects include over \$70 million of the County Measure A Funding and over 200 Project Based Sec. 8 Vouchers.

In June 2020, Santa Clara City Council voted to approve two new service agreements with Abode Services and Bill Wilson Center to continue administering the TBRA Program which last year served 51 formerly homeless households City Council also approved an Agreement with the County of Santa Clara to provide case management on an ongoing basis for up to 20 homeless and chronically homeless individuals that are referred to the County by the City of Santa Clara Police Department. The SCPD Nuisance Suppression Unit maintains a list of homeless and chronic homeless street people considered to be the most vulnerable to incidences of both personal and public safety and makes referrals to the County based on this list. Additionally, under the Agreement, the County provides housing subsidies to these 20 individuals at no additional cost to the City of Santa Clara.

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 (NCIP) followed lead-based paint procedure requirements (e.g., information pamphlets, testing and mitigation as needed). Interim lead controls occurred in two homes.

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

The Tenant Based Rental Assistance (TBRA) program fosters self-sufficiency so that the participating households would eventually be able to afford permanent housing without subsidies. Part of the case management services Abode Services and Bill Wilson Center provides to participants to help them transition to a more stable housing situation include:

- Employment and training resources
- Benefit application assistance and advocacy
- Behavioral health services (i.e. mental health and substance abuse)
- Medical services and food assistance programs
- Credit counseling and repair services
- Peer support networks or other community support

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

City staff continues to participate in discussion and development of common strategies to address the housing and community needs in Santa Clara County with other local jurisdictions regarding CDBG, HOME and other housing programs. In person meetings take place on a quarterly basis and weekly phone conferences address pressing issues or news pertaining to local funding such as the use of the County-wide Measure A funds and collaborations for county-wide reports. In person trainings and webinars are used to keep staff up to date with regulator changes. The City is also looking at coordinating with neighboring cities to develop consistent templates and forms for reporting, invoicing, and contracting so as make things easier for our nonprofit partners.

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

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 the County of Santa Clara. 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 Destination: Home 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. 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.

The Community Plan to End Homelessness 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 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" including the 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. The City has also provided the County of Santa Clara with \$200,000 in funding to address homelessness prevention.

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

The City funds fair housing education, investigation, enforcement and outreach through our nonprofit partner Project Sentinel. Project Sentinel provides comprehensive fair housing services including investigation, counseling, referral and education, designed to reduce the incidence of illegal discrimination in housing. The agency assisted 31 individuals during the program year, and also ran the conducted landlord/tenant mediation assisting 336 households.

One of the identified actions in the City's Analysis of Impediments was to identify and mitigate housing constraints for persons with disabilities. The project at 2330 Monroe Street (still under development) will set aside 20 units for adults with developmental disabilities. Upcoming in 2020-2021, the City will be completing their Affirmatively Furthering Fair Housing Plan.

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 struggled to keep up with monitoring efforts due to staffing levels and the COVID crisis. Although staff does desk audits on every invoice submitted, it must improve its onsite monitoring efforts. Public Service agencies are required to submit semi-annual reports on their direct service activities.

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. Regular progress reports are also required during construction.

The City continues to conduct quarterly onsite meetings and review of files for the TBRA program to ensure the program operates optimally.

The City encourages City staff and its sub-recipients to actively solicit Minority and Women-Owned Business Enterprises (MBE/WBE) in their procurement of goods and services.

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.

The 2020 CAPER was made available for public review and comment for at least a 15-day period, from September 9, 2021, through September 28, 2021. It was posted on the City 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 distribution lists created during the development of the ConPlan were used to notify the general public of the publication of the CAPER.

Public Comment at the September 28, 2021 City Council Meeting consisted of the following comments:

TBD.

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.

Even though the COVID crisis has had an effect on the attainment of our goal numbers, we are still hopeful that, as we come out of the pandemic, we may be able to catch up. We are considering giving more funds to our Minor Repair program as our City-run NCIP program experienced an untimely loss of key staff. Many of the projects will be placed on hold until we can staff up.

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

Not applicable.

[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.

The project status reports as they relate to rental amounts and tenant eligibility are reviewed and monitored on an annual basis. All properties have completed their HQS inspection. There are some properties that had some deficiencies, and they are being addressed. Corrective Action notices have been issued, and follow-up inspections will be scheduled. For properties that passed their HQS inspection, they will have their next inspection in 2022.

Summary of HOME Rental Project Monitoring

| Project Name | Year Built | Total Units | HOME Units | Compliance Status | Last Insp. | Next Insp. | Reason for non-insp. | Summary of Issues |
|----------------------------|------------|-------------|------------|-------------------------|------------|------------|----------------------|-------------------|
| Briarwood House | 2001 | 5 | 5 | Compliant | ##/##/## | ##/##/## | | |
| BWC Commons | 2007 | 28 | 27 | Compliant | | | | |
| BWC Main Street | 2002 | 5 | 4 | Compliant | | | | |
| BWC Shafer | 2002 | 5 | 5 | Compliant | | | | |
| BWC Teen Parent | 1996 | 5 | 3 | Non-Compliant | | | | |
| Chateau Apts. | 1993 | 25 | 4 | Compliant | | | | |
| Cypress | 2010 | 5 | 5 | Compliant | | | | |
| De La Cruz House | 2001 | 4 | 4 | Compliant | | | | |
| Homesafe San Jose | 2004 | 25 | 3 | Compliant | | | | |
| Homesafe Santa Clara | 2002 | 25 | 16 | Compliant | | | | |
| Liberty Tower | 1998 | 101 | 100 | Compliant | | | | |
| Maitri Transitional | 2009 | 10 | 9 | Compliant | | | | |
| Quetzal House | 2009 | 5 | 5 | Compliant | | | | |
| Santa Clara Senior Homes | 1994 | 6 | 3 | Non-Compliant | | | | |
| Sobrato Family Living Ctr. | 2003 | 51 | 5 | Compliant | | | | |
| Stoney Pines Apts. | 2001 | 23 | 2 | Compliant | | | | |
| Vista Drive Apts. | 2004 | 24 | 1 | Compliant | | | | |
| Westwood Ambassador | 1994 | 42 | 10 | Addressing HQS Concerns | | | | |

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

The City of Santa Clara is working with the Lawyer's Committee, who is also working with the County and other county jurisdictions, to draft and approve its Affirmatively Further Fair Housing (AFFH) 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

\$384,393.60 of HOME program income was received in program year. All but 10% for administrative purposes was used to fund the City TBRA program. The TBRA program benefits homeless families or families at risk of becoming homeless. Household income must be at 60% of AMI or below.

**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 of Santa Clara is committed to ensuring availability of affordable housing to moderate, low, very-low and extremely-low income households through the adoption of the Affordable Housing Ordinance and Impact Fees. The new requirements include a combination of inclusionary requirements for residential projects and impact fees for smaller projects and nonresidential projects to provide a steady stream of affordable housing units and income to fund the provision of affordable housing projects across the City.

The current rental development pipeline is robust. The City works with the County of Santa Clara to infuse Measure A funds into affordable rental projects. The rental development pipeline is shown in the table below.

| Project | ELI < 30% AMI | VLI 30 50% AMI | LI 50-80% AMI | Mod 80-120% AMI | Totals |
|-----------------------------------|---------------------------------|-------------------------------|------------------------------|--------------------------------|---------------|
| 90 N Winchester (Corre) | 59 | 72 | 32 | 18 | 181 |
| 2330 Monroe Street (Freebird) | 16 | 10 | 29 | 10 | 65 |
| 3575 De La Cruz (Habitat) | 0 | 0 | 6 | 7 | 13 |
| 2094 Corvin (Abode Services) | 80 | 64 | 0 | 1 | 145 |
| 3337 Kifer Rd. (Abode Services) | 35 | 35 | 0 | 0 | 70 |
| 1601 Civic Center Dr. (Charities) | 40 | 40 | 40 | 0 | 120 |
| 2233 Calle Del Mundo (St. Anton) | 0 | 37 | 158 | 1 | 196 |
| 2310 Calle Del Mundo (Ensemble) | 0 | 32 | 103 | 15 | 150 |
| Totals | 230 | 290 | 368 | 52 | 940 |