

CITY OF SANTA CLARA, CALIFORNIA

ANNUAL ACTION PLAN

FOR

PROGRAM YEARS 2017-18

OF THE

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROGRAM**

AND THE

HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)

**Prepared by the Housing and Community Services Division, Community
Development Department**

City Submission Date: by August 12, 2017

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Executive Summary

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 annually to submit to HUD a five-year Consolidated Plan and an Annual Action 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 period.

The 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. For 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 Consolidated Plan (ConPlan) includes an analysis of the jurisdiction's market, affordable housing and community development conditions. Additionally the City must submit an annual Action Plan that identifies how funding allocations help meet the ConPlan goals and a Consolidated Annual Performance Evaluation Report (CAPER) to report the City's performance.

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.¹ The region boasts the highest national median household income at \$90,737² and is the third-most expensive rental market in the U.S.³ It is also the seventh-least affordable for-sale market of any metropolitan area⁴ and is home to the fourth-largest population of homeless individuals⁵ with the highest percentage of unsheltered homeless of any major metropolitan area.⁶

¹ 2007-2011 CHAS

² The United States Conference of Mayors and The Council on Metro Economies and the New American City. "U.S. Metro Economies: Income and Wage Gaps Across the US." August 2014. <http://usmayors.org/metroeconomies/2014/08/report.pdf>

³ National Low Income Housing Coalition. "Out of Reach." 2014. <http://nlihc.org/sites/default/files/oor/2014OOR.pdf>

⁴ Trulia. "Where is Homeownership Within Reach of the Middle Class and Millennials." November 2014. <http://www.trulia.com/trends/2014/11/middle-class-millennials-report/>

⁵ The U.S. Department of Housing and Urban Development. "2014 Annual Homeless Assessment Report (AHAR) to Congress." October 2014. <https://www.hudexchange.info/resources/documents/AHAR-2014-Part1.pdf>

⁶ Ibid

These statistics highlight a widening gap between the highest earners and the middle and lower income population within the region. Over 45 percent of households earn \$100,000 or more yearly, but only 13 percent earn between \$50,000 and \$75,000 and 15 percent earn \$25,000 to \$49,999⁷ – leading the region to be the second-least equitable metro in the nation.⁸ 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.

The City of Santa Clara, situated in the northern area of the County, is home to approximately 116,000 residents.⁹ 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.

⁷ The United States Conference of Mayors and The Council on Metro Economies and the New American City. "U.S. Metro Economies: Income and Wage Gaps Across the US." August 2014. <http://usmayors.org/metroeconomies/2014/08/report.pdf>

⁸ Ibid

⁹ 2008-2012 ACS

3. Evaluation of past performance

An evaluation of the City's past performance has informed the City's selection of goals and projects. During the previous ConPlan period of 2010-2015 the City generally was able to meet or exceed its goals, most notably in providing services to people with special needs. This remains a high priority in Program Year 2017-18. The City had difficulty in obligating its HOME funds during the 2010-2015 period, and through the current program year in part due to regulation changes that require funds not be committed until the developer of the assisted housing has procured all other funding commitments, established a budget and production schedule, and completed underwriting and subsidy layering. These requirements have been difficult to accomplish in the local tight housing market and contributed to the City's not being able to expend part of its available HOME funds within the required five year timeline. As a result HUD reduced the City's HOME line of credit by \$340,989.

The City was able to reach affordable housing goals for first time homebuyers, sweat equity ownership, special needs rental housing and homeowner rehabilitation in this period. During Program Year FY 2015-16 the City committed HOME funds to a Tenant Based Rental Assistance (TBRA) program for a three year period with the dual purpose of addressing the high need for transitioning families and individuals from homelessness and to make efficient use of its HOME entitlement. The City is continuing the TBRA program through the previously committed funds and making an effort to create new affordable housing through leveraging the HOME funds with local funding sources.

4. Summary of citizen participation process and consultation process

The summary of the citizen participation process for the 2015-20 ConPlan is attached as Appendix A – Citizen Participation.

The following public hearings were scheduled for the 2017-18 Annual Plan:
November 22, 2016 Santa Clara City Council meeting. The hearings are intended to help in the determination of community needs in preparation of the PY2017-18 Annual Plan.

March 7, 2017 Santa Clara City Council meeting. Hearing to solicit testimony from the public and applicants for CDBG and HOME funds and for Council to approve funding recommendations.

May 9, 2017 Santa Clara City Council meeting. Public Hearing on the draft Annual Plan.

Applications for funding were made available from November 30, 2016 through January 13, 2017 on the City website and at City offices, with notices published in the local newspaper and emailed to interest groups and posted at library.

Other outreach:

On February 27, 2017 staff attended the Citizen Advisory Committee (CAC) meeting to present the City's proposed funding recommendation of CDBG and HOME funds and to solicit feedback for the proposed programs. CAC members expressed a variety of concerns with the program,

advocating for the CAC to be given a lead role in determining the use of HUD funds and raising questions as to whether the current programs were providing benefit to people that are Santa Clara citizens. As a follow-up, staff is working to provide CAC with materials that will provide additional information regarding how federal entitlement programs are conducted.

The Draft Annual Plan will be available for public comment from March 24, 2017 through the May 9, 2017 public hearing. Notices of its availability will be published in the local newspaper and emailed to interest groups. A draft is available on the City's website and at City offices and libraries.

5. Summary of public comments

November 22, 2016 Public Hearing

Agenda Item 16A: Public Hearing on the City of Santa Clara Housing and Community Needs for its FY 2017-18 Annual Plan for the use of Federal Community Development Block Grant and Home Investment Partnerships Act Entitlement Funds

The Mayor declared the Public Hearing open to obtain citizens' views of the housing and community needs for the Fiscal Year 2017-18 Annual Plan for the use of federal Community Development Block Grant (CDBG) and Home Investment Partnerships Act (HOME) Programs entitlement funds. Several members of the public spoke at the public hearing. A representative of Bill Wilson Center addressed the Council regarding the need for housing for homeless youth and young parent families and for Council to consider additional funding for capital improvements for facilities. Representatives of Next Door Solutions, Project Sentinel and Senior Adult Legal Assistance (SALA) all spoke to the benefits of their respective agencies. The Council noted a letter submitted by Wanda Hale, program manager of the Long Term Care Ombudsman program, which summarizes the services provided by the program. Patrick Munar, a nurse with the County of Santa Clara addressed the Council in support of the Neighborhood Conservation Improvement Program. Scott Lane and Deborah Bress addressed the Council with general comments. There being no further public input, a motion was made by Council member Caserta, seconded and unanimously carried, that the Council note and file the public input presented at this Public Hearing.

On February 27, 2017 staff attended the Citizen Advisory Committee (CAC) meeting. Members expressed a variety of concerns with the program, advocating for the CAC to be given a lead role in determining the use of HUD funds and raising questions as to whether the current programs were providing benefit to people that are Santa Clara citizens.

March 7, 2017 Public Hearing

The Public Hearing of Fiscal Year 2017-18 Annual Plan for the Use of Federal Community Development Block Grant (CDBG) and Home Investment Partnerships Act (HOME) Entitlement Funds was held at the March 7 City Council hearing. The Mayor opened the Public Hearing for the Fiscal Year 2017-18 Annual Plan for the use of federal Community Development Block Grant (CDBG) and Home Investment Partnerships Act (HOME) Programs entitlement funds. Representatives from seven public service agencies addressed the Council regarding their

respective agencies' services and how the funding has helped their missions. The oral and written testimony was then noted and filed.

May 9, 2017 Public Hearing

The Public Hearing of the Annual Action Plan for Fiscal Year 2017-18 was held at the May 9 City Council hearing. The Mayor declared the hearing open for consideration of the Director of Community Development's report for consideration of the Annual Action Plan for Fiscal Year 2017-18 for the use of Federal Community Development Block Grant Program (CDBG) and the Home Investment Partnerships Act (HOME) Entitlement Funds. Scott Lane of the Citizens Advisory Committee (CAC) expressed general comments of concern, including that the CAC be involved earlier in the Annual Plan process. The Council noted an email (5/9/17) on behalf of Priscilla J. Haynes, Executive Director, Santa Clara Methodist Retirement Foundation, Inc., expressing appreciation for the City's support of the Foundation's grant to fund the underground waste line replacement project at Liberty Towers. With no further public input, The Council approved the Annual Action Plan for Fiscal Year 2017-18 for the use of Federal Community Development Block Grant Program (CDBG) and the Home Investment Partnerships Act (HOME) Entitlement Funds and authorize the City Manager, or his designee, to execute the documents for submission to the United States Department of Housing and Urban Development (HUD) by May 12, 2017 or when the final allocation is known.

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

Agency Role	Name	Department/Agency
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))

The following occurred during the development of the Consolidated Plan for 2015-2020. 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 is a public-private partnership committed to collective impact strategies to end chronic homelessness, and leads the development of community-wide strategy related to the CoC's work.

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).¹⁰¹¹

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:¹²

- 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.

¹⁰ County of Santa Clara. "Housing Element 2015-2022." 2014.

http://www.sccgov.org/sites/planning/PlansPrograms/GeneralPlan/Housing/Documents/HE_2015_Adopted_Final.pdf

¹¹ Santa Clara County. "Continuum of Care Governance Charter." 2013.

¹² Santa Clara County CoC. "Community Plan to End Homelessness in Santa Clara County 2015-2020." 2014.

- 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.

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	Agency/Group/Organization	Abilities United
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended Regional Forum 9/25/14
2	Agency/Group/Organization	Aging Services Collaborative
	Agency/Group/Organization Type	Services-Elderly Persons Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended Community Forum on 9/27/14 and provided written comments to the City of Santa Clara City Council for ConPlan public hearing on May 5, 2015.
3	Agency/Group/Organization	Bill Wilson Center
	Agency/Group/Organization Type	Housing Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended Community Forums held in September and October. Attended Santa Clara City Council public hearings on 11/25/14 and 3/10/15. Consulted Executive Director regarding planned TBRA program.
4	Agency/Group/Organization	PROJECT SENTINEL
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Fair Housing

	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended 9/25/14 Community Forum. Spoke at City Council Public hearings on 11/25/15 and 3/10/15. Participated in regional survey through distribution and collection of surveys at the El Presidio El Camino affordable housing development in Santa Clara.
5	Agency/Group/Organization	Santa Clara County HIV Planning Council for Prevention and Care
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS Health Agency Publicly Funded Institution/System of Care
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs HOPWA Strategy
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided information for Section NA-45 of ConPlan
6	Agency/Group/Organization	Housing Authority of Santa Clara County
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided Public Housing statistics for ConPlan. Follow-up phone consultation to confirm information matched Santa Clara's CAPER statistics.
7	Agency/Group/Organization	Santa Clara Family Health Foundation
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Spoke at City Council public hearing on March 10, 2015 regarding outreach needs to families lacking health insurance and healthcare.
8	Agency/Group/Organization	SANTA CLARA UNIFIED SCHOOL DISTRICT
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth

	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended Community forums on 9/25/14 and 10/23/14. Represented Migrant Education and McKinney Vento/Foster Youth Services of District. Consulted by phone on 11/19/14 for additional information on addressing McKinney Vento /Foster Youth needs in City of Santa Clara.
9	Agency/Group/Organization	NOVA Workforce Development
	Agency/Group/Organization Type	Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Economic Development
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted regarding job training programs that could be used in the El Camino Real Focus area.
10	Agency/Group/Organization	Destination Home
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Veterans
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended Community Forums on 9/25/14, 11/1/14 and 11/5/14. Destination Home provided input to shared consultant (LeSar Development Corporation) with countywide Homeless Strategy
11	Agency/Group/Organization	County of Santa Clara Office of Supportive Housing
	Agency/Group/Organization Type	Publicly Funded Institution/System of Care Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Market Analysis Partners in development of countywide portion of ConPlan
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The County, in particular the Office of Supportive Housing is a partner in the CDBG Coordinators group as well as a contractual partner in the development of the applicable countywide portions of the ConPlan. They are also part of a publicly funded system of care through the Mental Health Department.

12	Agency/Group/Organization	YWCA of Silicon Valley
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided written comments for March 10, 2015 City Council public hearing addressing current services the agency provides and that they will be participating in the Continuum of Care through rapid rehousing of domestic violence survivors exiting emergency shelter.
13	Agency/Group/Organization	Catholic Charities SCC, Long Term Care Ombudsman
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Wanda Hale, Program Manager, spoke at the City Council public hearings on 11/25/15 and 3/10/15 and provided written comment regarding the needs of frail elderly and severely disabled residents of long term care facilities, and thanking the City for supporting these services for the 5/5/15 Council public hearing.
14	Agency/Group/Organization	Next Door Solutions to Domestic Violence
	Agency/Group/Organization Type	Housing Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Spoke at March 10, 2015 City Council Public hearing. Attended November 25, 2014 City Council Public hearing.
15	Agency/Group/Organization	Santa Clara Chamber of Commerce
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development

	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Sent notification of regional forums; did not receive direct response, but consulted with them via their partnership in NOVA in relation to services and partnerships available to address the Economic Development Strategy of the Consolidated Plan. They were also involved in the 2015-2017 Council Goals and Strategic Objectives which are addressed in the housing and homeless and economic development strategies in the ConPlan.
16	Agency/Group/Organization	City of Palo Alto
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Economic Development Part of countywide ConPlan development
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In addition to participating with Palo Alto and other Santa Clara County jurisdictions in development of the ConPlan, consulted with Palo Alto staff regarding the feasibility of using CDBG funds for economic development in Silicon Valley.
17	Agency/Group/Organization	Santa Clara County Department of Family and Children's Services
	Agency/Group/Organization Type	Child Welfare Agency Other government - State
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Included in stakeholder database for countywide ConPlan outreach. The Social Services agency provided CalWORKs statistics for Needs Assessment section of the ConPlan. NA-10 narrative
18	Agency/Group/Organization	City of Santa Clara
	Agency/Group/Organization Type	Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with City Planning Department regarding the Housing Element which was certified by the State Department of Housing and Community Development during the ConPlan development period. (See references to Housing Element in the next section.)

19	Agency/Group/Organization	U.S. Department of Housing and Urban Development, San Francisco Regional Field Office
	Agency/Group/Organization Type	Other government - Federal
	What section of the Plan was addressed by Consultation?	Economic Development
	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with Community Planning and Development Office regarding economic development strategies eligible for CDBG funding. Obtained referrals to other jurisdictions, including San Francisco and Hayward who were successful in pursuing these strategies. Subsequently consulted with these jurisdictions.

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

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)
Notice of Funding Availability for Public Services and Capital Projects	Newspaper ad, Website posting, Emails to nonprofits	Broad community outreach to all members of the public and targeted outreach to service providers and grant recipients	Eleven Public Services applications Five Capital Projects applications	N/A	N/A	http://www.santaclearaca.gov/government/departments/city-manager/housing-community-services-division
Public Hearings November 22, 2016, March 7, 2017, and May 9, 2017	Newspaper ad, Website posting, Emails to nonprofits and members of the public interest list created during ConPlan development	Broad community outreach to all members of the public and targeted outreach to service providers and grant recipients	Three members of the public and four grant recipients spoke at the 11/22/2016 hearing One member of the public and seven grant recipients spoke at the 3/7/2017 hearing One member of the public spoke at the 5/9/2017 hearing	Comments addressed: 11/22/16 Needs of homeless youth & young parents, Importance of legal assistance for seniors 3/7/17: Senior legal services were advocating for additional funding	None	http://www.santaclearaca.gov/government/council-meetings/view-online-meetings
Draft Annual Plan Circulation	Newspaper ad, Website posting, Emails to nonprofits and members of the public interest list created during ConPlan development	Broad community outreach to all members of the public and targeted outreach to service providers and grant recipients	N/A	N/A	N/A	http://santaclearaca.gov/government/departments/city-manager/housing-community-services-division

November 22, 2016 Public Hearing

Agenda Item 16A: Public Hearing on the City of Santa Clara Housing and Community Needs for its FY 2017-18 Annual Plan for the use of Federal Community Development Block Grant and Home Investment Partnerships Act Entitlement Funds

The Mayor declared the Public Hearing open to obtain citizens' views of the housing and community needs for the Fiscal Year 2017-18 Annual Plan for the use of federal Community Development Block Grant (CDBG) and Home Investment Partnerships Act (HOME) Programs entitlement funds. Several members of the public spoke at the public hearing. A representative of Bill Wilson Center addressed the Council regarding the need for housing for homeless youth and young parent families and for Council to consider additional funding for capital improvements for facilities. Representatives of Next Door Solutions, Project Sentinel and Senior Adult Legal Assistance (SALA) all spoke to the benefits of their respective agencies. The Council noted a letter submitted by Wanda Hale, program manager of the Long Term Care Ombudsman program, which summarizes the services provided by the program. Patrick Munar, a nurse with the County of Santa Clara addressed the Council in support of the Neighborhood Conservation Improvement Program. Scott Lane and Deborah Bress addressed the Council with general comments. There being no further public input, a motion was made by Council member Caserta, seconded and unanimously carried, that the Council note and file the public input presented at this Public Hearing.

On February 27, 2017 staff attended the Citizen Advisory Committee (CAC) meeting. Members expressed a variety of concerns with the program, advocating for the CAC to be given a lead role in determining the use of HUD funds and raising questions as to whether the current programs were providing benefit to people that are Santa Clara citizens.

March 7, 2017 Public Hearing

The Public Hearing of Fiscal Year 2017-18 Annual Plan for the Use of Federal Community Development Block Grant (CDBG) and Home Investment Partnerships Act (HOME) Entitlement Funds was held at the March 7 City Council hearing. The Mayor opened the Public Hearing for the Fiscal Year 2017-18 Annual Plan for the use of federal Community Development Block Grant (CDBG) and Home Investment Partnerships Act (HOME) Programs entitlement funds. Representatives from seven public service agencies addressed the Council regarding their respective agencies' services and how the funding has helped their missions. The oral and written testimony was then noted and filed.

May 9, 2017 Public Hearing

The Public Hearing of the Annual Action Plan for Fiscal Year 2017-18 was held at the May 9 City Council hearing. The Mayor declared the hearing open for consideration of the Director of Community Development's report for consideration of the Annual Action Plan for Fiscal Year 2017-18 for the use of Federal Community Development Block Grant Program (CDBG) and the Home Investment Partnerships Act (HOME) Entitlement Funds. Scott Lane of the Citizens Advisory Committee (CAC) expressed general comments of concern, including that the CAC be involved earlier in the Annual Plan process. The Council noted an email (5/9/17) on behalf of

Priscilla J. Haynes, Executive Director, Santa Clara Methodist Retirement Foundation, Inc., expressing appreciation for the City's support of the Foundation's grant to fund the underground waste line replacement project at Liberty Towers. With no further public input, The Council approved the Annual Action Plan for Fiscal Year 2017-18 for the use of Federal Community Development Block Grant Program (CDBG) and the Home Investment Partnerships Act (HOME) Entitlement Funds and authorize the City Manager, or his designee, to execute the documents for submission to the United States Department of Housing and Urban Development (HUD) by May 12, 2017 or when the final allocation is known.

Expected Resources

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

Introduction

City staff estimates the City's PY 2017 CDBG and HOME entitlement grant amounts at \$833,110 and \$299,478 respectively. Because Congress had yet to approve the Federal budget the actual CDBG and HOME entitlement grant amounts were not known at the time of the March 7, 2017 public hearing HUD issued Notice CPD-16-18 on December 15, 2016 instructing jurisdictions to delay submitting Annual Plans for approval until after Congress has completed the appropriations process for fiscal HUD funding and HUD has announced the actual allocations to jurisdictions (grantees). It further advised that a grantee may conduct citizen participation on its draft plan (with estimated funding amounts) according to its normal timetable and citizen participation procedures. The grantee should include "contingency provision" language in its Annual Plan to explain how it will adjust its proposed plan to match its actual allocation amounts, once actual amounts become known. Accordingly, the following contingency language was included in the staff recommendation to City Council for the Annual Plan: "all proposed activity allocations be proportionately increased or decreased from estimated funding levels to match the actual allocation amounts to be announced by HUD for fiscal year 2017-18."

The City Council approval of funding recommendations for the use of CDBG and HOME funds was scheduled for the May 9, 2017 public hearing.

The Annual Action Plan estimates \$366,000 in PY 2016 CDBG Program Income, almost all of which will come from the City's homeowner rehabilitation program, the Neighborhood Conservation and Improvement Program (NCIP). Of the anticipated Program Income, \$54,900 will be used to supplement funding for CDBG Public Services.

The Annual Plan estimates \$140,000 in PY 2017 HOME Program Income, about 75% of which will come from the NCIP Program and the rest from loan payments of HOME rental projects developed in prior years. Of the anticipated Program Income, \$14,000 is designated for administration to be used for Fair Housing services (as part of the total \$20,725 recommended administrative funds for Fair Housing).

HOME regulations require that the City set aside a minimum of 15% of its annual entitlement grant to projects undertaken by a certified Community Housing Development Organization (CHDO). The Action Plan sets aside \$44,922 for CHDOs. HOME regulations require that the City develop matching funds equal to 25% of its expenditures, less amounts spent for administration. For PY 2017, the City anticipates that it will leverage approximately \$522,000 in new local match.

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	903,714	366,000	377,900	1,647,614	2,588,132	Admin and Planning Economic development focus on low income areas and clientele as well as job creation. Homeowner rehab and accessibility retrofit. Rehab of low income multifamily properties Public services targeted to extremely low income and special needs households. Public infrastructure made accessible through curb cuts. Accessibility modifications to City Hall complex. Prior year resources to program.
HOME	Public-Federal	Acquisition, Homebuyer assistance, Homeowner rehab, Multifamily rental-new construction, Multifamily rental-rehab, New construction for ownership, TBRA	299,356	140,000	524,750	964,106	706,245	Admin and Planning, Homeowner rehab, Fair housing services, Multifamily new construction/acquisition/rehab by CHDOs and other developers, TBRA for homeless or at risk households. Prior year resources to program.
General Fund	Public-Local	Public Services	72,803	0	0	72,803	196,425	For tenant-landlord dispute resolution services and United Way of Bay Area 211 information and referral services
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	1,961,836	0	0	1,961,836	4,886,940	\$162,000 is budgeted for the operation of the Below Market Purchase Program (BMP) which targets moderate income homebuyers. \$550,000 set aside for First Time Home Buyer Program. \$134,836 will supplement services in the City's expanded TBRA program operated by Abode Services and for continuation of Housing Trust of Silicon Valley TBRA security deposit program (Finally HOME). \$15,000 will fund case management services for chronically homeless individuals and families, leveraging housing subsidies from the County's Office of Supportive Housing. \$100,000 in one-time fund to

								fund 30 month pilot homelessness prevention program in partnership with County. Commitment of \$1,000,000 is expected to be made in PY 2017-18 to supplement funding from other sources in the NOFA for affordable housing projects to be circulated in PY 2017-18. During the ConPlan period \$5.5 Million is expected as an in lieu fee from the Gallery at Central Park Project. According to the developer, the City will use the funds "in a manner of its own choosing for the production, acquisition, financing rehabilitation or administration of affordable housing."
Successor Housing Agency Program Income	Public-Local	Acquisition Admin and Planning Housing Multifamily rental new construction Multifamily rental rehab Public Services TBRA	1,300,000	0	0	1,300,000	3,340,000	\$110,000 will fund case management services for chronically homeless individuals and families, leveraging housing subsidies from the County's Office of Supportive Housing. \$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. \$50,000 will be used for administration of the City's affordable housing programs. \$1,000,000 is projected to be made available as part of a multi-funding source NOFA for projects creating or preserving rental properties in which at least 70% of the units are affordable to low or moderate income households.
Land Sale Reserve	Public-Local	Admin and Planning, Homebuyer assistance, Housing Multifamily rental new construction, new construction for ownership	2,000,000	0	0	2,000,000	11,970,000	Commitment of \$5.83 million from the City's Land Sale Reserve fund or other non-housing General Fund source in order to secure a commitment of \$8.14 million in former Redevelopment Housing Funds from the County of Santa Clara. Funds must be used for affordable housing purposes. Commitment of \$2,000,000 is expected to be made in PY 2017-18 to supplement funding from other sources in the NOFA for affordable housing projects to be circulated in PY 2017-18.

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 that will likely augment these resources include 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, the Affordable Housing Program (AHP) from the Federal Home Loan Bank. 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.

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 need housing: Bay Area Research and Extension Center (BAREC) senior housing site at 90 North Winchester Boulevard; Fire Station #6 at 3575 De La Cruz Boulevard site at 2330 Monroe Street.

The City entered into Exclusive Negotiation Rights Agreements (ENA) 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.

Annual Goals and Objectives

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	2017	2018	Affordable Housing	Citywide	Affordable Housing	CDBG: \$463,802 NCIP \$237,900 Program Income HOME: \$44,903 CHDO NOFA project City Affordable Housing Fund: \$1,000,000 NOFA project Successor Housing Agency Program Income: \$1,000,000 NOFA project Land Sale Reserve: \$2,000,000 NOFA project	Homeowner Housing Rehabilitated: 50 Household Housing Units 101 Rental Rehabilitation Units 4 CHDO-developed rental units as part of NOFA project.
2	Public Services	2017	2018	Non-Homeless Special Needs	Citywide	Public Services	CDBG: \$189,621	Public service activities other than Low/Moderate Income Housing Benefit: 7508 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Homelessness	2017	2018	Homeless	Citywide	Homelessness	HOME: \$350,000 from PY 2017; \$524,750 (commitment of funding from prior years) Successor Housing Agency Program Income: \$250,000 City Affordable Housing Fund (CAHF): \$160,697	Tenant-based rental assistance / Rapid Rehousing: 55 Households Assisted TBRA staffing , Case management services/ 20 chronically homeless individuals receiving County rental assistance TBRA Staffing and administration
4	Fair Housing	2017	2018	Affordable Housing Non-Homeless Special Needs	Citywide	Fair Housing	HOME: \$20,725 CDBG: \$65,000 of which \$30,000 were unspent fund from prior year allocated to this project.	Public service activities other than Low/Moderate Income Housing Benefit: 44 Persons Assisted Capital improvements to counseling office: Benefit: 300 Persons
5	Economic Development	2016	2017	Non-Housing Community Development	El Camino Real Focus Area	Economic Development	CDBG: Reallocation of \$140,000 unspent funds to Capital Improvement Projects in 2017.	

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Public Facilities	2017	2018	Non-Housing Community Development	Citywide	Public Facilities	CDBG: \$318,691	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 7,933 Persons Assisted
7	Administration	2017	2018	Administration of CDBG and HOME programs	Citywide		CDBG: \$253,943 HOME: \$23,211	

Goal Descriptions

Table 7 – Goal Descriptions

1	Goal Name	Affordable Housing
	Goal Description	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	Goal Name	Public Services
	Goal Description	Support activities that provide basic needs to lower income households and special needs populations.
3	Goal Name	Homelessness
	Goal Description	Support activities to end homelessness including rental assistance, homeless prevention programs, case management, outreach activities and support of facilities.
4	Goal Name	Fair Housing
	Goal Description	Promote Fair Housing choice through funding informational and investigative services for tenants and landlords. Capital funds to improve facility providing these services were provided in PY 2016-17 with additional funds allocated for PY 2017-18.
5	Goal Name	Economic Development
	Goal Description	Support economic development programs and activities that strengthen neighborhoods.
6	Goal Name	Public Facilities
	Goal Description	Improve accessibility for persons with physical disabilities by identifying and repairing intersections for accessibility, identifying and modifying accessibility barriers in public buildings.
7	Goal Name	Administration
	Goal Description	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

Table 8 – Project Information

#	Project Name
1	Project Sentinel - Fair Housing Services
2	Bill Wilson Center - Family Therapy/School Outreach/Grief Counseling
3	Catholic Charities - Long-Term Care Ombudsman Program
4	Santa Clara Senior Center - Senior Nutrition Program
5	YWCA - Services for Domestic Violence Survivors
6	Senior Adults Legal Assistance - Elders Legal Assistance
7	Live Oak Adult Day Services - Senior Adult Day Care
8	Heart of the Valley - Senior Transportation
9	St. Justin Community Ministry - Food Assistance for Needy
10	Next Door Solutions - HomeSafe Santa Clara
11	Silicon Valley Independent Living Center - Housing for Disabled
12	Neighborhood Conservation and Improvement Program
13	Removal of Architectural Barriers
14	Tenant Based Rental Assistance
15	Project Sentinel Tenant Capital Improvements to Office
16	Community Housing Development Organization Project
17	CDBG Administration
18	HOME Administration
19	Liberty Tower – Underground Wasteline Replacement Project
20	Bill Wilson – Shafer House Renovation Project

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 11 organizations that provide needed services in the community.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Project Sentinel - Fair Housing Services
	Target Area	Citywide
	Goals Supported	Fair Housing
	Needs Addressed	Fair Housing
	Funding	HOME: \$20,725
	Description	Project Sentinel provides comprehensive fair housing services, including investigation, counseling, referral and education, designed to reduce the incidence of illegal discrimination in housing.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Project Sentinel will serve an estimated 44 individuals and will open an estimated 20 fair housing cases.
	Location Description	Offices at 1490 El Camino Real, Santa Clara
2	Project Name	Bill Wilson Center - Family Therapy/School Outreach/Grief Counseling
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$73,946
	Description	Bill Wilson Center will provide services through three 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.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Bill Wilson Center is proposing to serve 410 individuals through their three counseling programs and will provide approximately 2,300 counseling sessions.

	Location Description	Citywide
3	Project Name	Catholic Charities - Long-Term Care Ombudsman Program
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$7,818
	Description	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.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Catholic Charities is proposing to serve 560 individuals and provide 129 site visits.
	Location Description	Citywide
4	Project Name	Santa Clara Senior Center - Senior Nutrition Program
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$25,419
	Description	The senior nutrition program provides daily, balanced meals to persons 60 years and older, targeting frail, isolated senior citizens.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The senior nutrition program will serve an estimated 356 clients and will serve approximately 22,161 meals.
	Location Description	Senior Center, 1303 Fremont St., Santa Clara
5	Project Name	YWCA - Services for Domestic Violence Survivors
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$9,612

	Description	YWCA provides an array of services to women and children who are victims of domestic violence.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	YWCA is proposing to serve 47 clients and providing 216 counseling sessions.
	Location Description	Citywide
6	Project Name	Senior Adults Legal Assistance - Elders Legal Assistance
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$8,270
	Description	SALA provides free, civil, legal services to seniors (age 60 and older).
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	SALA will serve approximately 63 clients and provide 18 intake days in the City of Santa Clara.
	Location Description	Senior Center, 1303 Fremont St., Santa Clara and Citywide for homebound seniors
7	Project Name	Live Oak Adult Day Services - Senior Adult Day Care
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$7,245
	Description	Live Oak serves frail and dependent seniors with an adult day care program consisting of recreation, interactive social activities, adaptive physical exercise, nutritious meals and personal care.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Live Oak will serve approximately 10 Santa Clara residents.
	Location Description	San Jose Center at 1147 Minnesota Avenue, San Jose

8	Project Name	Heart of the Valley - Senior Transportation
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$10,637
	Description	Heart of the Valley provides numerous services to seniors living independently in their home, including transportation services.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Heart of the Valley will assist approximately 73 seniors and provide 165 roundtrip rides.
	Location Description	Citywide
9	Project Name	St. Justin Community Ministry - Food Assistance for Needy
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$14,225
	Description	The program focuses on food services currently being provided by St. Justin, such as grocery items and lunches.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	St. Justin expects to assist approximately 6,300 individuals with bags of food and lunches.
	Location Description	2655 Homestead Rd., Santa Clara
10	Project Name	Next Door Solutions - HomeSafe Santa Clara
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$21,858
	Description	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.

	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Next Door estimates that they will serve 74 women and children who reside in Santa Clara and are victims of domestic violence.
	Location Description	Confidential
11	Project Name	Silicon Valley Independent Living Center - Housing for Disabled
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$10,591
	Description	This program provides City of Santa Clara residents with disabilities education and training on all aspects of how to conduct a housing search for affordable, accessible housing.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	SVILC is proposing to assist approximately 60 residents.
	Location Description	Citywide
12	Project Name	Neighborhood Conservation and Improvement Program
	Target Area	Citywide
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$463,802 HOME: \$0
	Description	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.
	Target Date	6/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	The NCIP will assist approximately 50 households with housing rehabilitation.
	Location Description	Citywide
13	Project Name	Removal of Architectural Barriers
	Target Area	Citywide
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$318,691
	Description	Under this project, approximately 45-60 curb ramps at various intersections in the City would be cut to remove significant barriers in the public right-of-way to persons with disabilities. The City Hall ADA project will provide retrofit of areas on the premises that have been identified as being non-compliant with ADA standards. For PY 2017-18, \$106,230 will be allocated to City Hall ADA project and \$212,461 to the curb ramps project.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Potentially benefits 7,933 disabled residents (figure from National Council on Disability, January 2010)
	Location Description	Citywide
14	Project Name	Tenant Based Rental Assistance
	Target Area	Citywide
	Goals Supported	Homelessness
	Needs Addressed	Homelessness
	Funding	HOME: \$524,750 committed in prior years. \$300,000 from prior year uncommitted funds. \$350,000 from PY 2017-18.
	Description	The Tenant-Based Rental Assistance (TBRA) program will provide rental assistance for approximately 60 homeless households or those at risk of homelessness.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that approximately 60 households will be served in this fiscal year.

	Location Description	Countywide
15	Project Name	Project Sentinel Tenant Capital Improvements to Office
	Target Area	Citywide
	Goals Supported	Fair Housing, Public Services
	Needs Addressed	Fair Housing
	Funding	CDBG: \$35,000
	Description	The office has no existing meeting rooms for confidential intake, counseling or mediation sessions for its Fair Housing and Rental Dispute Resolution programs or for trainings for first time homebuyers and Fair Housing testers. \$30,000 was committed in PY 2016-17.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	300 individuals counseled or trained
	Location Description	1490 El Camino Real, Santa Clara
16	Project Name	Community Housing Development Organization Project
	Target Area	Citywide
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	HOME: \$44,903
	Description	Commitment of funding expected to be made in PY 2017-18 along with prior years' HOME funds and leveraged funding from local sources in the NOFA for affordable housing projects to be circulated in PY 2017-18.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	4 Households
	Location Description	Citywide
17	Goals Supported	Administration

	Needs Addressed	
	Funding	CDBG: \$253,943
	Description	Program administration for CDBG program activities.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
18	Project Name	HOME Administration
	Target Area	Citywide
	Goals Supported	Administration
	Needs Addressed	
	Funding	HOME: \$23,211
	Description	Administration expenses to carry out HOME activities
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
19	Project Name	Liberty Tower – Underground Wasteline Replacement project
	Target Area	Citywide
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$85,140
	Description	Replacement of existing underground wasteline pipe at 100-unit rental property for elderly extremely low income residents.
	Target Date	6/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	100 Households
	Location Description	890 Main Street, Santa Clara
20	Project Name	Bill Wilson – Shafer House Renovation
	Target Area	Citywide
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$117,565
	Description	Rehabilitation of kitchen, bathrooms and HVAC in a five-bedroom group home that provides housing and support services to homeless former foster care youth and their children, as applicable,
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	5 individuals
	Location Description	3490 The Alameda, Santa Clara

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

Target Area	Percentage of Funds New in 2017-18	Including Carryovers
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 2017-18, however, other activities will be available Citywide.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

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 2017-18.

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

One Year Goals for the Number of Households to be Supported	
Homeless	85
Non-Homeless	155
Special-Needs	0
Total	240

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	85
The Production of New Units	4
Rehab of Existing Units	151
Acquisition of Existing Units	0
Total	240

AP-60 Public Housing – 91.220(h)

Introduction

The Housing Authority of the County of Santa Clara (HACSC) is a participating member of the CDBG Coordinators Committee. The City has a successful working relationship with the HACSC. 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 HACSC has converted three of their original public housing projects to affordable housing stock. The City will work closely with the HACSC 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

HACSC is proactive in incorporating resident input into the agency's policy-making process. The HACSC 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 2015 Point in Time Homeless Census, the City had 377 homeless residents, and over 39 percent of these populations 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 six 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 Housing Authority of the County of Santa Clara, 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 Help 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 intends to renew its agreement with the County of Santa Clara in PY 2017-18 to provide intensive case management to approximately 20 chronically homeless individuals identified by the City's police department. This includes 7 individuals receiving assistance in PY2016-17. 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 2017, the City intends to collaborate with the County in their new county wide homelessness prevention program, which will assist approximately 20 households for the next two years.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City will fund a number of 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 to create 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 to the homeless or those at risk of homelessness with an expected 15 households to benefit. Seven new households were assisted so far in PY2016-17.

PY2017 will be the third year of the City's rental subsidy TBRA program operated through a contract with Abode Services. Twenty new households are expected to be assisted and 21 were assisted in PY2016-17. These households are expected to continue to receive rental subsidies and services to help them become self-sufficient. The City intends to expand its current contract with Abode Services to double the number of households expected to be assisted in PY 2017. The City will continue to use prior year's HOME funds in its expanded agreement with Abode Services.

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 will also provide 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.

HOPWA Funds

The City does not receive HOPWA funds.

One year goals for the number of households to be provided housing through the use of HOPWA for:
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

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, grant or combination of the two, depending on the nature and scope of needed repairs. 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 and performs construction and progress inspections. Since 1976, the NCIP Program has assisted more than 1,750 homeowners. For PY 2017, the City has budgeted \$436,600 in CDBG funds for NCIP. Anticipated CDBG Program Income of \$237,900 will augment the Program.

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. 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.

Job Training Services for Homeless Adults

Santa Clara Adult Education has had HUD funding to serve homeless individuals for job training and placement since 1996. Most of the clients are from the San Jose area, but CARP works with three shelters in the City of Santa Clara – Bill Wilson Center, Sobrato Family Living Center and HomeSafe. Additionally there are several transitional homes for clients who meet the federal definition of homeless. CARP has been providing vocational and adult basic education classes both on site and at the shelters. Employment assistance and employability workshops are provided at our Career Center at the Adult Education site. The program serves over 500 clients each year in some capacity. More than half the clients show a significant increase in income. Grant from Housing and Urban Development (HUD) funds short-term job training and placement services for homeless adults. The only program of its kind in California, the program also provides a range of free services, including life skills classes, as well as child care, bus passes, and clothing assistance.

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. Over 650 City residents are expected to benefit from the various NOVA programs in PY 2016-17.

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.

Program Specific Requirements

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	366,000
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
Total Program Income	366,000

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(l) (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 multifamily.

Discussion

The following guidelines will apply to the TBRA program:

The program will serve families or individuals whose income are at or below 60% limit as published by HUD, that 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 and meet definition (1) or (2) below. While it would be ideal to locate the housing within the City's limits, the difficulty in finding affordable units in a timely manner is realistic in the current rental market. The units may be located anywhere within the County of Santa Clara.

1. Individuals or Families considered homeless or at risk of becoming homeless based upon the definition used by the Santa Clara County Continuum of Care for eligible participants in its federally-funded programs. More detail on the definitions and the instructions for certifying eligibility may be found at:

<http://www.sccgov.org/sites/oah/coc/training/Documents/FinalTrainingEligibilityDocumentation12.05.14.pdf>

2. Victims of Domestic Violence