

FY 2018-19 CDBG / HOME FUNDING REQUESTS SUMMARY OF PROPOSED PROJECTS

DESCRIPTION OF ACTIVITIES

All Community Development Block Grant (CDBG) / Home Investment Partnerships Act (HOME) funding applications received by the City are summarized below. A brief description of each program is provided as well as a three-year summary of funding and program accomplishments for those projects previously funded.

Annual Expense:

For FY 2018-19, it is the amount of funds currently requested from the City; For FY 2017-18, it is the amount appropriated by the City; For FY 2016-17, it is actual expenditures of CDBG / HOME funds.

Program Goals and Accomplishments:

Program goals are negotiated as part of the funding agreement. Program accomplishments represent actual program performance. Statistics for FY 2017-18 represent **half-year actual** figures as of December 31, 2017; statistics for FY 2016-17 are actual full-year accomplishments. All statistics represent only residents of the City of Santa Clara, unless otherwise noted.

I. ADMINISTRATION

1A/B CITY OF SANTA CLARA—HOUSING & COMMUNITY SERVICES DIVISION

1500 Warburton Avenue, Santa Clara, CA 95050

(408) 615-2490

Housing Division staff provides management, planning and implementation of the City's CDBG and HOME programs, administration of the assets of the City of Santa Clara Housing Authority, and administration of the Housing & Community Services Division. CDBG rules place a cap of 20% of the year's entitlement funding on this category of eligible activity and HOME rules place a cap of 10% of the year's entitlement funding on this category of eligible activity. The same percentages of annual program income from these funding sources may also be used for administration.

Housing projects developed with HOME and former Redevelopment Agency (RDA)/Housing Authority funds require annual monitoring for compliance with affordability restrictions for periods up to fifty-five years. Thus, as new housing projects are developed, the administrative costs of monitoring contract compliance increases. In its five year Consolidated Plan for the Use of Federal Funds, 2015-2020 (ConPlan), the City identified the need to "Establish Stable Funding Base to Assure Compliance with Long Term Monitoring Requirements of CDBG, HOME, and RDA."

Staff recommends that the City allocate the maximum amount allowed per HUD guidelines of CDBG and HOME funds for administrative purposes to ensure full staffing of HUD programs and to maintain a high level of service deliver.

1C. PROJECT SENTINEL--FAIR HOUSING

1490 El Camino Real, Santa Clara, CA 95050

(650) 321-6291

The proposed contract would be funded with General Fund monies with a large portion of the cost offset by a residential business license fee surcharge that is intended to support the City's rental housing programs. The project provides comprehensive fair housing services, including investigation, counseling, referral, and education, designed to reduce the incidence of illegal discrimination in housing, including City -funded housing projects. The project also includes a rental dispute resolution service that helps to ensure that City residents are treated in accordance with all applicable federal, state, and local laws. These services are provided to prospective and in-place renters and homeowners, and housing providers.

Last year, 100% of the clients were low/moderate income. Reimbursement is based on a cost rate per Fair Housing Case Opened.

II. PUBLIC SERVICE AGENCIES

The City received 11 applications from public service / affordable housing service programs currently funded in FY 2018-19.

Eligibility Requirements for CDBG Public Services

To be eligible for CDBG funding, Public Services must meet the "Limited Clientele" criteria to qualify under the National Objective of serving low and moderate income persons. Low and moderate income persons are those who reside in households whose income is less than or equal to 80% of the County median, based on family size. Currently, for a family of four, the maximum household income to qualify as low / moderate income is \$84,750. The Limited Clientele criteria require that 51% of the beneficiaries of each individual program be of low / moderate income. Overall, 70% of the City's Public Service program beneficiaries must be of low / moderate income. To meet that program requirement, the City has required that each CDBG-funded public service meet the 70% standard. Certain categories of persons are presumed to be low/moderate income: abused children, victims of domestic violence, elderly persons (62 & older), severely disabled adults, homeless persons, illiterate adults, persons living with AIDS, and migrant farm workers. All but one of the currently-funded CDBG public services serves one or more of these special needs populations. The City requires that all Public Service recipients collect client income data in order to assure compliance with the low-income benefit CDBG National Objective.

In its ConPlan, the City's strategy for public services included a priority to focus Public Service funding on programs serving Extremely Low Income (ELI) Households (households whose income is less than or equal to 30% of the County median based on family size: \$35,800 for a family of four), often described as the "working poor."

Two-Year Public Service Agreements

Grants will be awarded for a two-year period, with the second year conditional upon funding availability and program performance.

2. BILL WILSON CENTER--FAMILY THERAPY/SCHOOL OUTREACH/GRIEF COUNSELING

3490 The Alameda, Santa Clara, CA 95050

(408) 243-0222

This program is only eligible for CDBG Public Service funds.

The application requests funding for three counseling programs provided by the Bill Wilson Center: 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.

The Family Therapy Program provides counseling services to low and moderate income couples, families and individuals with mental health needs. Problems addressed include child abuse and neglect, suicidal ideation, violent behavior and substance abuse. Families also seek counseling for issues related to separation, divorce, remarriage, child development and communication. The School Outreach Program offers counseling to youth in eight schools, serving students from kindergarten through Grade 12, in the City of Santa Clara. This counseling focuses on such issues as peer pressure, depression, problems at home, anger management, poor school performance, suicidal ideation and sexuality. Grief Counseling offers grief support services, including individual and group counseling, in order to build resiliency and coping skills to deal with changes caused by loss, death or trauma. Within the program's activities, groups deal with specific forms of grief, such as widow/widower, suicide, and deceased/terminally ill children. Reimbursement is based on a per counseling session rate.

		GOALS		ACCOMPLISHMENTS	
Fiscal Year	Annual Expense	Clients Served	Counsel Sessions	Clients Served	Counsel Sessions
2018-19 Proposed	\$55,000	200	950	Not Applicable	
2017-18 Actual (6m)	\$73,946	410	2300	149	957
2016-17 Actual	\$63,470	410	2300	411	2601

3. BILL WILSON CENTER--FAMILY ADVOCACY SERVICES (FAS)

3490 The Alameda, Santa Clara, CA 95050

(408) 278-2518

This program is only eligible for CDBG Public Service funds.

The application requests funding for Bill Wilson Center's Family Advocacy Services (FAS) program. FAS is a school-based, homeless family and youth prevention and intervention service at Santa Clara County high schools. FAS was developed to address the needs of extremely low-income families who are homeless or on the verge of becoming homeless. The goal of the program is to support the family and connect them to community resources so the children can remain in school, giving them the best change of academic success. .

The FAS Program services include: short-term, intensive case management for youth and their families; educational resources to address academic challenges; budgeting and financial management assistance; legal needs assistance; parent education workshops; and linkage to emergency financial resources (rental assistance/ utilities bill assistance).

		GOALS	ACCOMPLISHMENTS
Fiscal Year	Annual Expense	Clients Served	Clients Served
2018-19 Proposed	\$45,000	140	Not Applicable

4. CATHOLIC CHARITIES--LONG TERM CARE OMBUDSMAN

2625 Zanker Road, Suite 200, San Jose, CA 95134

(408) 944-0567

This program is only eligible for CDBG Public Service funds. Persons served by this program are considered to be Severely Disabled Adults and/or Elderly Persons, both of whom are presumed to be low/moderate income.

Under the direction of the California Department of Aging, provides advocacy, complaint investigation, including violations of personal rights and elder abuse, and problem resolution for primarily elderly (60+ years of age) residents in the City's 2 Nursing Facilities and 15 Assisted Living/Residential Care Facilities for the Elderly. Reimbursement is based on hours worked by agency staff serving residents in the care facilities located in the City.

		GOALS		ACCOMPLISHMENTS	
Fiscal Year	Annual Expense	Clients Served	Site Visits	Clients Served	Site Visits
2018-19 Proposed	\$15,000	756	149	Not Applicable	
2017-18 Actual (6m)	\$7,818	560	129	442	128
2016-17 Actual	\$6,710	560	129	839	202

5. SANTA CLARA SENIOR CENTER--SENIOR NUTRITION

1303 Fremont Street, Santa Clara, CA 95050

(408) 615-3170

This program is only eligible for CDBG Public Service funds. Persons served by this program are considered to be Elderly Persons, who are presumed to be low/moderate income.

Provides daily, balanced meals to persons 60 years and older, targeting frail, isolated senior citizens. Meals are served at the City's Senior Center. The median age of clients is 76. The Program is operated by the City Parks and Recreation Department, under a contract with the County of Santa Clara. Most of the funds to operate the program come from Santa Clara County.

		GOALS		ACCOMPLISHMENTS	
Fiscal Year	Annual Expense	Clients Served	Meals Served	Clients Served	Meals Served
2018-19 Proposed	\$24,000	382	18278	Not Applicable	
2017-18 Actual (6m)	\$25,419	362	18278	205	7133
2016-17 Actual	\$24,200	362	22161	290	17161

6. YWCA – SERVICES FOR DOMESTIC VIOLENCE SURVIVORS

375 S. Third Street, San Jose, CA 95112

(408) 295-4011

This program is only eligible for CDBG Public Service funds. Persons served by this program are considered to be victims of domestic violence or abused children, both of whom are presumed to be low/moderate income.

Provides an array of services to women and children who are victims of domestic violence. Services include a toll-free, bilingual 24-hour crisis line, emergency shelter, transportation and food, counseling and support groups, legal services (including restraining orders, legal advice, court accompaniment and referral to low-cost or free legal representation) and community education.

Last year, 100% of the clients were low income; 88% were extremely low income. Reimbursement is determined by actual costs, including staff time working with City of Santa Clara residents, incurred by the YWCA.

		GOALS		ACCOMPLISHMENTS	
Fiscal Year	Annual Expense	Clients Served	Counsel Sessions	Clients Served	Counsel Sessions
2018-19 Proposed	\$15,000	40	90	Not Applicable	
2017-18 Actual (6m)	\$9,612	45	206	8	6
2016-17 Actual	\$8,250	45	206	26	89

7. SENIOR ADULTS LEGAL ASSISTANCE (SALA)--ELDERS LEGAL SERVICES

1425 Koll Circle, Suite 109, San Jose, CA 95112

(408) 295-5991

This program is only eligible for CDBG Public Service funds. Persons served by this program are considered to be Elderly Persons, who are presumed to be low/moderate income.

Provides free, civil, legal services to seniors (age 60 and older). Service is provided by appointment two intake days a month at the City Senior Center on Fremont Avenue, and by phone. Homebound elders receive home visits. Services include legal advice/referrals, simple document writing, and legal representation.

Last year, 100% of the clients were low/moderate income; 43% were extremely low income. Reimbursement is determined by actual personnel time worked with City of Santa Clara residents.

		GOALS		ACCOMPLISHMENTS	
Fiscal Year	Annual Expense	Clients Served	Intake Days	Clients Served	Intake Days
2018-19 Proposed	\$15,000	100	36	Not Applicable	
2017-18 Actual (6m)	\$8,270	80	24	44	11
2016-17 Actual	\$8,280	80	24	132	23

8. LIVE OAK ADULT DAY SERVICES--SENIOR ADULT DAY CARE

1147 Minnesota Avenue, San Jose, CA 95125

(408) 971-9363

This program is only eligible for CDBG Public Service funds. Persons served by this program are considered to be Elderly Persons, who are presumed to be low/moderate income.

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. In addition caregivers receive respite and support services, including counseling and referrals, to assist them in their efforts to maintain their senior relative in their home. Most City residents attend the San Jose center located at 1147 Minnesota Avenue.

Last year, 100% of the clients were low/moderate income; 48% were extremely low income. Reimbursement is determined by actual personnel time worked with City of Santa Clara residents.

		GOALS		ACCOMPLISHMENTS	
Fiscal Year	Annual Expense	Clients Served	Days of Care	Clients Served	Days of Care
2018-19 Proposed	\$15,000	20*	378	Not Applicable	
2017-18 Actual (6m)	\$7,245	10	378	16	174
2016-17 Actual	\$4,400	10	378	21	577

*10 unduplicated clients and 10 unduplicated caregivers

9. HEART OF THE VALLEY—SENIOR TRANSPORTATION

1550 El Camino Real, Santa Clara, CA 95050

(408) 241-1571

This program is only eligible for CDBG Public Service funds. Persons served by this program are considered to be Elderly Persons, who are presumed to be low/moderate income.

Heart of the Valley provides numerous services to seniors living independently. These services are provided by an extensive staff of volunteers. The program includes a Volunteer Coordinator, whose tasks are to recruit, orient, train and manage volunteers who provide direct services to seniors.

City CDBG funds provide support for door-to-door transportation and assist with day-to-day tasks for seniors who are 65 years of age or older. Riders pay no fee. Transportation and in-home services are provided by volunteers. The program does not provide transportation for persons in wheelchairs. Persons needing accessible vehicles for transportation are referred to the countywide paratransit program. The City provides reimbursement and a monthly administration & overhead charge.

Last year, 100% of the clients were low/moderate income; 21% were extremely low income.

		GOALS		ACCOMPLISHMENTS	
Fiscal Year	Annual Expense	Clients Served	Roundtrip Rides	Clients Served	Roundtrip Rides
2018-19 Proposed	\$15,000	80	250	Not Applicable	
2017-18 Actual (6m)	\$10,637	70	150	65	85
2016-17 Actual	\$9,130	70	150	110	260

10. ST JUSTIN COMMUNITY MINISTRY—FOOD ASSISTANCE FOR NEEDY

2655 Homestead Road, Santa Clara, CA 95051

(408) 296-1193

This program is only eligible for CDBG Public Service funds. Persons served by this program are considered to be Homeless Persons, who are presumed to be low/moderate income.

The program focuses on the food services currently being provided by St. Justin: (1) grocery items, provided once a month to mostly extremely low income families who are considered at-risk for homelessness in the City's Consolidated Plan; and (2) lunches, provided three times a week to homeless persons. St Justin is a designated food distributor for Second Harvest Food Bank. In addition, as items are available, the program provides clothing, household items, hygiene kits, diapers and other infant items, bus passes, sleeping bags, blankets, and health aid items. Virtually all of the recipients of services are City residents. No fees are charged for services.

Last year, 100% of the clients were low/moderate income; 93% were extremely low income. City funds are used for purchase of additional, usually perishable, food.

		GOALS	ACCOMPLISHMENTS
Fiscal Year	Annual Expense	Clients Served	Clients Served
2018-19 Proposed	\$17,500	9,131	Not Applicable
2017-18 Actual (6m)	\$14,225	6,000	3,945
2016-17 Actual	\$12,210	6,000	9131

11. NEXT DOOR SOLUTIONS TO DOMESTIC VIOLENCE—HOMESAFE CASE MANAGEMENT

234 East Gish Avenue, Suite 200, San Jose, CA 95112

(408) 501-7550

This program is only eligible for CDBG Public Service funds. The program provides case management support services for residents of the Homesafe Santa Clara, an affordable transitional housing program for survivors of domestic violence located in the City of Santa Clara. Next Door coordinates its case management activity with Charities Housing Development, which operates the facility and is the General Partner for the Homesafe Santa Clara, Limited Partnership, owner of the housing facility.

The program provides case management beginning with determination of appropriateness for transitional residency in the Homesafe—Santa Clara facility. Case management includes: (1) A complete intake process to assess need; (2) A comprehensive, individualized action plan for self-sufficiency; (3) Linkages to community resources; and (4) Monitoring of progress in achieving the action plan goals. The agency provides life skills workshops, financial literacy workshops and child counseling. The agency provides referrals to other community services for other needs.

		GOALS		ACCOMPLISHMENTS	
Fiscal Year	Annual Expense	Clients Served	Impact Activity	Clients Served	Impact Activity
2018-19 Proposed	\$22,500	74	65%	Not Applicable	
2017-18 Actual (6m)	\$21,858	74	65%	70	13%
2016-17 Actual	\$18,761	74	98%	72	33%

12. SILICON VALLEY INDEPENDENT LIVING CENTER—HOUSING PROGRAM FOR PERSONS WITH DISABILITIES

2202 N. First St., San Jose, CA 95131

(408) 894-9041

This program is only eligible for CDBG Public Service funds. This program provides City of Santa Clara residents who have disabilities with education and training on all aspects of how to conduct a housing search for affordable, accessible housing to transition from homelessness, healthcare facilities or unstable, temporary housing including emergency assistance, security deposits, rental assistance (based on available resources), information and referral and access to independent living services. This support is accomplished through one-on-one service provision and group workshops.

		GOALS		ACCOMPLISHMENTS	
Fiscal Year	Annual Expense	Clients Served	Acquire Housing	Clients Served	Acquire Housing
2018-19 Proposed	\$15,000	65	20%	Not Applicable	
2017-18 Actual (6m)	\$10,000	60	20%	39	62%

III. CAPITAL IMPROVEMENTS

Eligibility Requirements for Capital Improvement Projects

To be eligible for HOME funding, Capital Improvement projects (CIP) must expand or maintain the City's supply of decent, safe, sanitary and affordable housing for lower income residents. Funds may be used for new construction, rehabilitation, acquisition and Tenant-Based Rental Assistance (TBRA).

There were no CIP requests for funding for FY2018-19 HOME funds staff recommends continuation of its TBRA program.

13. CITY HOUSING & COMMUNITY SERVICES DIVISION NEIGHBORHOOD CONSERVATION AND IMPROVEMENT PROGRAM (NCIP)

1500 Warburton Avenue, Santa Clara, CA 95050

(408) 615-2490

This proposal is eligible for CDBG Capital Improvement and HOME funds. Because the NCIP is a housing activity, the Low Income Housing Benefit rule applies to households assisted under this program. Each individual household benefiting from the NCIP must qualify as low and moderate income based on their actual household income. Last year, 47% of the assisted households were extremely low income; 89% were elderly households. HOME funds have a restriction on after rehabilitation property value. Due to the high value of properties in Silicon Valley in recent years most of the Neighborhood Conservation and Improvement (NCIP) properties have not been able to use HOME funds budgeted for NCIP. CDBG funds do not have this requirement, so the staff recommendation for NCIP is for CDBG funding.

The City's housing rehabilitation program provides minor rehabilitation to owner-occupied, single family homes. Loans and grants are provided to low income residents, whose income is at or below 80% of the County median, adjusted for household size. Each year, the original NCIP allocation is supplemented by reallocating unused funds from NCIP loan repayments and unused NCIP appropriations from the previous year. In order to sustain the program for FY 2018-19, staff is not recommending funding for other City capital projects that are also eligible for CDBG funds.

Staff is recommending \$786,164 in new CDBG funding for FY 2018-19.

		GOALS	ACCOMPLISHMENTS
Fiscal Year	Annual Expense	Clients Served	Households Served
2018-19 Proposed	\$786,164	50	Not Applicable
2017-18 Actual (6m)	\$436,600	50	7
2016-17 Actual	\$103,539	50	19

14. ABODE SERVICES--TENANT BASED RENTAL ASSISTANCE

40849 Fremont Boulevard, Fremont, CA 94528

(510) 657-7409

This project is only eligible for HOME funds. The Tenant-Based Rental Assistance (TBRA) program will provide rental assistance for approximately 30-40 homeless individuals or households at risk of homelessness. The funding is anticipated for a period of two fiscal years, with each year subject to renewal based upon successful performance. In addition to rent subsidies, the project provides housing search assistance, inspections of the rental units, and various services and referrals to help the households reach financial stability. Program operations began in September 2015 and since then 30 households have been assisted.

The recommended amount is currently under negotiation based on a new agreement and an assessment of the availability of unexpended HOME funds from prior years.

FY 2018-19 Proposed: \$314,609	FY 2017-18 Allocation: \$775,000	FY 2016-17 Allocation: \$425,000
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15. COMMUNITY HOUSING DEVELOPMENT ORGANIZATIONS (CHDOS)

A CHDO is defined by HUD as an organization that has among its purposes, the provision of decent housing that is affordable to low-income and moderate-income persons, as evidenced in its charter, articles of incorporation, resolutions or by-laws; maintains accountability to low-income community residents by maintaining at least one-third of its governing board's membership for residents of low-income neighborhoods, other low-income community residents, or elected representative of low-income neighborhood organizations and has a demonstrated capacity for carrying out housing projects assisted with HOME funds. HUD requires that at least 15 percent of the annual HOME grant be set aside for a CHDO. There were no CHDO applicants through the request for proposals for FY 2017-18 or FY 2018-19. Staff will conduct further outreach for proposals during the remaining FY 2017-18. The computed set aside of the HOME grant for CHDOs is fifteen percent of the estimated HOME grant which is \$44,922 for FY 2018-19. Staff recommends that this amount be set aside for this purpose, as it is a HUD requirement. If these funds are not allocated to a CHDO, HUD will reduce the City's HOME grants for those respective years.

FY 2018-19 Set Aside: \$44,922	FY 2017-18 Set Aside: \$44,922
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