



COUNTY OF SANTA CLARA

Office of Supportive Housing
Housing and Community Development Program

Consolidated Annual Performance and Evaluation Report



HUD Program Year 2017 County Fiscal Year 2018

Prepared by the Office of Supportive Housing
Housing and Community Development Division
3180 Newberry Drive, Suite 150
San Jose, CA 95118
Director Ky Le

Tracy Cunningham, Program Manager I
E: Tracy.Cunningham@hhs.sccgov.org T: 408-793-0560

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CR-05 - Goals and Outcomes

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

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Santa Clara Urban County (Urban County) program focuses the use of its Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) funding on a combination of housing and community development activities, along with public services directed towards assisting low-moderate income individuals and families. The bulk of federal assistance is committed to housing development. The Fiscal Year 2018 Consolidated Annual Performance Evaluation Report (CAPER) captures the expenditures, accomplishments, and progress made on the strategies and goals outlined in the approved 2015-2020 Consolidated Plan (Con Plan), for the CDBG and HOME programs approved by the Santa Clara County Board of Supervisors on May 5, 2015.

The CAPER outlines achievements in affordable housing, homeless services, and community development programs and covers the time period starting July 1, 2017 to June 30, 2018. It also includes activities funded in previous fiscal years with accomplishments reported during FY 2018. As with most new construction projects, the outcomes are not reported until the completion of the project. During this period, the County allocated over \$3.3 million in new grant funds, program income and unspent funds from previous fiscal years to affordable housing, capital improvement and public service projects. Of the total amount allocated, \$2.3 million was spent. The following accomplishments were achieved during FY 2018:

- One housing development project, Quetzal Gardens in San Jose will create 71 multi-family housing units. The development will include a manager's unit and service/community space for its residents. The project will serve two specific types of populations: extremely-low and very-low income large families (42 units), and homeless individuals (29 units).
- Two housing development projects, Morgan Hill Family Apartments and Edwina Benner Plaza are underway and in construction. These developments will add 135 affordable housing units with 25 units set aside as permanent supportive housing and 10 units set aside as rapid rehousing units.
- 68 low-income, owner-occupied, homeowners were assisted with maintenance and emergency repair.
- Three low-income, owner-occupied, homeowners were assisted through the County's Housing Rehabilitation Grant Program.
- Two low-income owner-occupied households were provided with energy-efficient improvements in the form of solar panel installation.

- Through 17 Professional Service Agreements with community-based organizations (CBOs), 4,300 low-income individuals were assisted with shelter, housing, legal services, counseling, and other supportive services.
- Three capital improvement projects completed construction, the Los Altos Pedestrian Walkway Improvement Project, the Saratoga Senior Center Improvement Project, and the final phase of Morgan Hill's Galvan Park Improvements Project.
- 29 low-income individuals were assisted with fair housing issues.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g). [Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.]

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Goal	Category	Source / Amount	Indicator	Unit of Measure	5 Year Goals			1 Year Goals		
					Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected PY 2017	Actual PY 2017	Percent Complete
Affordable Housing	Affordable Housing	HOME: \$3,441,105	Rental units constructed	Households	750	59	7.87%	33	3	0.00%
		CDBG: \$5,972,537	Homeowner Housing Rehabilitated	Housing Unit	225	74	32.89%	83	71	85.54%
Community Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$471,516	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	6110	363	5.94%	3375	2578	76.39%
Fair Housing	Affordable Housing	CDBG: \$235,758	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	725	23	3.17%	194	190	97%
Homelessness	Homeless	CDBG: \$392,930	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4295	324	7.54%	288	442	120%
			Homeless Person Overnight Shelter	Persons Assisted	0	72	0	0	52	100%
Strengthen Neighborhoods	Non-Housing Community Development	CDBG: \$785,860	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3000	6790	226.33%	9666	19,590	202.67%

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The Con Plan identified five funding priorities:

1. Assist in the creation and preservation of affordable housing opportunities for low income and special needs households
2. Support activities to end homelessness
3. Support activities that provide community services to low income and special needs households
4. Support activities that strengthen neighborhoods.
5. Promote Fair Housing choices.

Actions undertaken during Fiscal Year 2018 were consistent with the primary goals and objectives of the Con Plan. All Fiscal Year 2018 funding was directed towards these priorities, resulting in significant direct benefits to a large number of Santa Clara County residents. Funding was used for a variety of activities targeted at reducing poverty, helping families and seniors remain in their homes, development of new affordable housing and repair of existing housing, and accommodations for homeless families and individuals.

CR-10 - Racial and Ethnic composition of families assisted

**Describe the families assisted (including the racial and ethnic status of families assisted).
91.520(a)**

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

	CDBG	HOME
White	16,429	0
Black or African American	229	0
Asian	5,595	0
American Indian or American Native	66	0
Native Hawaiian or Other Pacific Islander	62	0
Total	22,381	0
Hispanic	1,680	0
Not Hispanic	20,701	0

Narrative

The County routinely uses CDBG and HOME funds in tandem on housing development projects. In an effort to prevent double counting, accomplishment data (including racial and ethnic composition) is usually only reported in CDBG.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Table 3 – Resources Made Available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Federal - public	\$2,389,315	\$2,262,852
HOME	Federal – public	\$1,008,628	\$734,532
	Total	\$3,397,943	\$2,997,384

Narrative

Santa Clara County (County) began the Fiscal Year with a reported balance of \$4,255,596.69 in unexpended CDBG funds. According to the PR26 report \$3,606,652.57 in CDBG funds were expended in the program year. Several projects were underway and expected to be completed and reported in next year's CAPER.

Identify the geographic distribution and location of investments

Table 4 – Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Countywide	N/A	N/A	N/A

Narrative

The Urban County has not established specific target areas to focus the investment of entitlement funds.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The County will continue to leverage additional resources to successfully provide support and services

to the populations in need. Significant leveraging of federal resources were incorporated into all activities funded during Fiscal Year 2018, including long-term affordable housing development projects for which current year funding has been committed to.

Santa Clara County Affordable Housing Priority

In November 2016, Santa Clara County voters approved Measure A, the Housing Bond. The Housing Bond provides the County with an opportunity to partner with cities, residents, and the affordable and supportive housing community to significantly address the housing needs of the community's poorest and most vulnerable residents. Housing special needs populations is a County priority, therefore the County takes an active role in developing, financing and supporting various types of affordable housing for the populations served. The Housing Bond will enhance the County's ability to achieve its housing priorities which include:

- Increasing the scope and breadth of supportive housing for special needs populations, including homeless and chronically homeless persons;
- Increasing the supply of housing that is affordable to extremely low income (ELI) households; and,
- Improving coordination and collaboration among the County, the cities, other governmental agencies, and the affordable housing community.

Table 5 – Fiscal Year Summary - HOME Match Report

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$18,584,708.93
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$18,584,708.93
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$18,584,708.93

Table 6 – Match Contribution for the Federal Fiscal Year

Project No. or Other ID	Date of Contribution	Cash (non- Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation Construction Materials, Donated labor	Bond Financing	Total Match
	0	0	0	0	0	0	0	0

Table 7 – Program Income

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$0.00	\$415,350	\$185,756.34	0.00	\$229,593.66

HOME MBE/WBE report

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

Table 8.a – Minority Busniness and Women Business Enterprises – Ethnicity

		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	White Non-Hispanic
Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
Sub-Contracts						
Number				0		
Dollar Amount	0	0	0	0	0	0

Table 8.b - Minority Business and Woman Business Enterprises - Gender

	Total	Women Business Enterprises	Male
Contracts			
Dollar Amount	0	0	0
Number	0	0	0
Sub-Contracts			
Number	0	0	0
Dollar Amount	0	0	0

Minority Owners of Rental Property – [Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted]

Table 9 – Minority Owners of Rental Property

		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	White Non-Hispanic
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Relocation and Real Property Acquisition – [Indicate the number of persons displaced, the cost of

relocation payments, the number of parcels acquired, and the cost of acquisition]

Table 10.a – Real Property Acquisition

Parcels Acquired	0	0
Businesses Displaced	0	0
Nonprofit Organizations Displaced	0	0
Households Temporarily Relocated, not Displaced	0	0

Table 10.b - Relocation

		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	White Non-Hispanic
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

CR-20 - Affordable Housing 91.520(b)

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

Table 11 – Number of Households

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	7	0
Number of Non-Homeless households to be provided affordable housing units	146	35
Number of Special-Needs households to be provided affordable housing units	6	10
Total	159	45

Table 12 – Number of Households Supported

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	7	0
Number of households supported through Rehab of Existing Units	63	71
Number of households supported through Acquisition of Existing Units	20	0
Total	90	71

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

The County was in range of it's one year housing goal and is on target to meet the overall five-year goals. As with most new construction projects the outcomes are not reported until the completion of the project.

Three housing development projects started construction, (Morgan Hill Family Apartments, The Metropolitan South and Edwina Benner Plaza). Collectively these developments will add a total of 138 affordable housing units with 28 set aside as permanent supportive housing and 10 as rapid rehousing units. These units will be reported during the 2018-2019 reporting period.

- **The Metropolitan South Multi-family Development Project (3 HOME Units)**

Charities Housing is the developer, owner and manager of The Metropolitan (North and South), located at 2112 Monterey Road. The overall development contains 100 family apartments (including 18 studio, 33 one-bedroom, 18 two-bedroom, and 31 three-bedroom units), and two 2-bedroom unrestricted manager's units for a total of 102 units. The apartments are located in 2 buildings, 1 three-and four-story building and 1 two-and three-story building. There is also be a separate one-story community building. Common amenities include 2 offices (one for management and one for service delivery), a fitness room, and laundry facilities in one residential building; a community room/lounge with communal kitchen in the community building; and a landscaped courtyard designed to facilitate interaction among residents. The project also includes a separate two-story parking structure.

The development site is a 2.86 acre site located along the eastern side of Monterey Road, just north of Tully Road in San Jose. The site is surrounded by multifamily and commercial land uses.

The units serve primarily as work force housing for families with one or more adults employed in entry-level employment. Similar to our other buildings, over 1/4 of the units are affordable to households earning 30% or less of area median income, which is particularly helpful to individuals and families with special needs. The property has a Service Coordinator to respond to the needs of all of the residents, whose participation in services is on a voluntary basis. The project site is very close to transit, amenities, and job opportunities.

The Metropolitan was developed in 2 phases: Met North, which includes 71 units, the community building, and the parking garage, and Met South, which includes the remaining 31 units. The HOME funds were expended on predevelopment soft costs such as architecture, engineering, permits fees, for Met South.

The Urban County met and exceeded their one-year goal of assisting households through the minor Rehabilitation of 71 existing, single-family, owner-occupied units.

Discuss how these outcomes will impact future annual action plans.

Future action plans will continue to reflect the type of success that has been experienced in previous program years. A higher emphasis will be placed on creating more meaningful capital improvement projects. As participating jurisdictions begin to think about the larger community needs instead of based on a “fair share” basis; less delay in spending the funds is expected.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Table 13 – Number of Persons Served

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	40	0
Low-income	21	0
Moderate-income	10	0
Total	71	0

Narrative Information

The Rebuilding Together Home Maintenance Repair program assisted 68 low and very low-income owner occupied homeowners with maintenance repairs activities which will preserve and maintain their homes in a safe and healthy living environment. The County Housing Rehabilitation Program assisted three, low-income, owner-occupied, homeowners with repairs to their homes. The intent of the program is to improve the quality of life of low-income, aging and/or physically challenged adults and families by providing a suitable living environment through home maintenance repairs focused on safety, energy efficiency, and accessibility.

San Jose ConservationCorp., provided Solar Panel Installation to two very low-income, single-family Homeowners.

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

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs:

The OSH in collaboration with the Continuum of Care (CoC) has been making significant efforts to reduce chronic homelessness by conducting outreach to unsheltered people and assessing their individual needs. The County's Office of Supportive Housing is an integral part of all countywide efforts to end homelessness. Programs that are directly managed by the Office of Supportive Housing are the Mental Health Services Act Housing Program, the Cold Weather Shelter Program, the McKinney-Vento Grant Application Process, and the Uplift Transit Pass Program for the homeless. Key outreach strategies we have implemented include:

Homeless Census

The Homeless Census is an annual countywide collaborative effort to help assess regional homeless needs. The data from the census is used to plan, fund, and implement actions for reducing chronic homeless and circumstances that bring about homelessness. In addition, two formally homeless persons are on the Continuum of Care Board. Homeless outreach primarily occurs in the City of San Jose, although outreach efforts to the rest of the County, including the Urban County jurisdictions, are expected to increase in the next 12 months. The Urban County participates with other jurisdictions to conduct a biennial countywide homeless count. The Urban County financially contributed and participated in the most recent countywide Homeless Census survey that took place in 2017. The next Homeless Census is scheduled in January 2019.

Coordinated Assessment and Prioritization for Permanent Supportive Housing

The Santa Clara County CoC initiated phase one of the coordinated assessment for all homeless populations in November 2015. Coordinated assessment is a consistent, community wide intake process to match people experiencing homelessness to existing community resources that are the best fit for their situation. For a few years, the OSH has used this type of process in the Care Coordination Project for people who are chronically homeless. Now, we are expanding to use coordinated assessment for all permanent housing programs for people who are homeless in Santa Clara County, including permanent supportive housing and rapid rehousing. The County's vision is to ultimately implement coordinated assessment for shelter and transitional housing programs as well, but that will be a later phase.

In Santa Clara County's coordinated assessment system, all people who are homeless will complete a standard triage assessment tool (the VI-SPDAT) that considers the household's situation and identifies the best type of housing intervention to address their situation. Permanent housing programs, including permanent supportive housing and rapid rehousing, will fill spaces in their programs from a community queue of eligible households generated from the standard assessment. This coordinated process will reduce the need for people to traverse the county seeking assistance at every provider separately.

In phase one, coordinated assessment has been used for referrals to permanent housing only (permanent supportive housing and rapid rehousing programs). Assessments are done by HMIS partner agencies as part of the standard HMIS intake. Later phases may include expanding access to the assessment beyond existing HMIS partner agencies and coordinating referrals to emergency shelter and transitional housing programs.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Urban County continued their commitment of reducing and ending homelessness by awarding CDBG funding to the following agencies:

Community Solutions - La Isla Pacifica Shelter. The shelter provided emergency and short term housing, food, counseling, and life skills workshops to 20 very low income women, and their children, who are survivors of domestic abuse.

Family Supportive Housing – San Jose Family Shelter. San Jose Family Shelter assisted 35 individuals and families with children with housing, counseling, and housing search activities. During a family's three month program participation they work on an intensive case plan with an assigned Case Manager which helps them develop skills needed to obtain permanent housing, increase skills, and gain self-sufficiency.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The Urban County awarded a CDBG grant to Sacred Heart's Homeless Prevention Program. The Homeless Prevention program provided 1-1 housing counseling and information and referral services for 132 unduplicated Santa Clara County households. The programs purpose is to enable low-income residents to maintain housing and achieve long-term stability.

United Way Silicon Valley, eight partnering agencies, and seven law enforcement agencies have joined to create a safety net of essential services for all Santa Clara County residents. The goal is to stabilize individuals and families during times of trouble and help them return to self-sufficiency. The Emergency Assistance Network (EAN) provides a variety of services to prevent homelessness and act as a safety net for residents facing eviction, utility disconnection, and hunger. The EAN offers assistance to help families and individuals recover from emergency situations, often providing case management and financial education in conjunction with:

- Food Assistance
- Rent and Mortgage Aid
- Utility Assistance
- Medical and Transportation Aid

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Urban County also awarded CDBG funds to agencies whose programs assist homeless persons and families make the transition to permanent housing and avoid becoming homeless. These agencies and their programs include:

Family Supportive Housing - Bridges Aftercare Program. The Bridges Aftercare Program extends the support of those residents who transitioned into permanent housing from the San Jose Family Shelter by an additional three months. The families, living in permanent housing for the first time since experiencing homelessness, learn to develop skills that will help them retain housing, such as budgeting, social skills, good tenant practices and healthy living. The program aims to help families gain greater self-determination and transition from homelessness to stable housing.

The Urban County participates in the Continuum of Care (CoC), a coordinated effort to address homelessness in the County. As previously discussed, in fall 2014 the CoC released a Draft 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.

Over the next five years, the plan seeks to house 2,518 homeless individuals, 718 homeless veterans, and more than 2,333 children, unaccompanied youth, and homeless individuals living in families. 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. Other efforts to end homelessness include the:

- Creation of outreach teams in San Jose, Palo Alto, and Gilroy.
- Improvements in Discharge Planning for all area hospitals
- Use of a Tenant Based Housing Assistance Program with intensive case management for 200 disabled homeless individuals
- Use of career counseling and employment assistance to 600 clients
- Use of an Uplift Transit Pass Program providing 9,330 quarterly transit passes to homeless individuals who accept case management
- Shortening of the Food Stamp application process from four weeks to two days
- Raised public awareness of the goals of ending homelessness through community events and presentations
- Assistance provided to 1,800 households, including 400 chronically homeless people, in obtaining or maintaining permanent housing
- Continued operation of a 15-bed Medical Respite Center at the Boccardo Homeless Shelter. The Medical Respite Center provides appropriate shelter and care for homeless people upon discharge from the hospital, thus enhancing their chances for recovery and avoiding subsequent hospitalizations.
- Continued operation of the UPLIFT Transit Pass Program, whereby a quarterly transit pass is issued to homeless individuals who are in case management. The \$120,000 Program is funded two thirds by the County and one third by the City of San Jose.
- Continued operation of Cold Weather Shelters. For the 2016-2017 winter season the Cold Weather Shelters served 1,017 unduplicated individuals including 37,053 nights of service and 74,106 meals.

CR-30 - Public Housing 91.220(h); 91.320(j)**Actions taken to address the needs of public housing**

Not applicable, there are no public housing developments in the Urban County.

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

The Santa Clara County Housing Authority (SCCHA) is proactive in incorporating resident input into the agency's policy-making process. An equitable and transparent policy-making process that includes the opinions of residents is achieved through the involvement of two tenant commissioners, one being a senior citizen, on the SCCHA board.

Actions taken to provide assistance to troubled PHAs

Not Applicable.

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

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The incorporated and unincorporated 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 real estate and increases housing development costs. The dissolution of redevelopment agencies fundamentally altered affordable housing finance in California.

The County Board of Supervisors took a leadership role in approving the use of \$8,817,245 returned to the County from former RDA agencies to be used specifically for affordable housing. Beginning in Fiscal Year 2014, the County Executive shall annually include in his/her recommended budget an allocation of new revenue received by the County Pursuant to Health and Safety Code section 94183(a)(4) in amounts above those received from distributions in Fiscal Year 2013, including up to twenty percent towards affordable housing purposes.

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

The diminishing amount of funds to meet underserved needs continues to be the most significant obstacle to addressing the needs of underserved populations. The Urban County works in coordination with local agencies, such as SCCHA and non-profit organizations to actively provide a wide variety of countywide housing assistance. These efforts include funding for non-profit builders and local agencies to construct affordable housing and maintain affordable rents, as well as loans for rehabilitation. The Urban County is also a significant funder of housing for special needs persons, such as seniors, the mentally ill, substance abusers, and those with HIV/AIDS conditions that receive supportive services from the County. Additionally, the County funds and provides emergency shelters, transitional and supportive housing and housing for other special needs populations countywide. Although a considerable gap continues to exist, collectively these efforts make strides in closing the gap.

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

The County of Santa Clara Public Health Childhood Lead Poisoning Prevention Program is a state-funded program aimed at identifying and treating children who are at risk for lead poisoning. Their mission is to identify children with elevated blood lead levels, and to subsequently investigate, find,

and remediate the source of lead poisoning if possible. The program works with children from birth to age 21, and involves a multidisciplinary team consisting of a coordinator, a public health nurse, a registered environmental health specialist, and a community worker. Through a coordinated team effort, they provide case management for children who have elevated blood lead levels that meet program requirements, and with collaboration with community partners, they aim to lower blood lead levels of all children in the County.

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

The Urban County, in its continuing effort to reduce poverty, will prioritize funding agencies that provide direct assistance to the homeless and those in danger of becoming homeless. Additionally, the Urban County has made a commitment to improve the communication and service delivery capabilities of agencies and organizations that provided programs to assist the homeless.

Historically the Urban County has provided funding to agencies such as Sacred Heart Community Services, LifeMoves, Community Solutions, and San Jose Conservation Corp, and several other service providers. Although the Urban County is not currently providing direct funding for economic development or job training projects, the funding provided to these agencies is for housing-related services, which are integral components of the total services provided by these agencies that assist in reducing poverty in the Urban County. One of the most important services of these agencies is to help families obtain stable housing and reduce the percentage of their income paid for housing, allowing them to use a greater percentage of their income for other essential goods and services (food, clothing, medical care, etc.) The services that these agencies provide which will assist in the reduction of poverty include:

- Affordable housing information and referral
- Information and counseling on tenant/landlord issues
- Shared housing counseling and placement
- Counseling, shelter services, and general assistance to very low-income or homeless populations
- Services that address the needs of the frail-elderly, or persons with disabilities
- Services that address the needs of low-income children and their families. Additionally, NOVA is a local nonprofit agency that addresses poverty issues for North County residents, including the Urban County City of Los Altos. To support workforce mobility, NOVA provides:
 - Real-time labor market information about in-demand skills

- Skill-building and enhancements to match market demand
- Navigation tools for the ever-changing and entrepreneurial new labor market
- Advocacy for necessary infrastructure to support workers between opportunities, such as unemployment insurance for all and portable benefits
- Interconnected support system for multiple career pathways for youth

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

The Urban County operates within the larger geographical area of Santa Clara County and participates in a number of efforts to coordinate housing and services. For example, the County guides the preparation of the McKinney-Vento application and is an active participant in the CoC. The CoC meets regularly, both the subcommittees and as a whole, to improve coordination of homeless prevention services and programs. Multiple jurisdictions, housing developers, and social service providers cooperate on a continuing basis to improve the state of housing and homelessness on a countywide basis. Urban County staff will continue the following collaborative efforts to improve institutional structure:

- Regular quarterly meetings between entitlement jurisdictions at the CDBG Coordinators Meeting and Regional Housing Working Group
- Joint jurisdiction RFPs and project review committees
- Coordination on project management for projects funded by multiple jurisdictions
- HOME Consortium between the Urban County and member jurisdictions for affordable housing projects
- The biennial Homeless Census
- Participation in the Santa Clara County Nexus Study

Recent examples include the effort by the Urban County to create a regional affordable housing fund, using former redevelopment funds that could be returned to the County to use for affordable housing. Another effort underway involves the possible use of former redevelopment funds to create a countywide pool for homeless shelters and transitional housing. These interactions among agencies generate cohesive discussion and forums for bridging funding and service gaps on a regional scale.

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

The Urban County benefits from a strong jurisdiction and region-wide network of housing and community development partners, such as the CDBG Coordinators Meeting, Regional Housing Working Group and the CoC. To improve intergovernmental and private sector cooperation, the Urban County will continue to participate with other local jurisdictions and developers in sharing information and resources.

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

The Urban County continues to use CDBG entitlement grant funds to contract and partner with local non-profit agencies for services including enforcement activities with regard to fair housing. The Urban County and its jurisdictions also partner with qualified agencies to test for potential cases of discrimination in mortgage lending to ensure residents have optimal mortgage lending opportunities.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Housing and Community Development (HCD) Program of the OSH Department has developed a Monitoring Plan to address the various financial and programmatic monitoring requirements of the different HCD programs. In addition to on-site monitoring, the Plan requires funded agencies to submit quarterly reports on the status of their projects. The participating cities also submit quarterly rehabilitation reports, and all funded agencies and cities submit year end reports for the Consolidated Annual Performance and Evaluation Report. Project reimbursement requests are held until quarterly reports are current and approved by the project monitor. Projects that are not substantially meeting contract goals are discussed for possible action. Projects that continue to fall behind meeting goals could be subject to withholding reimbursement until corrective action is productive. The Rehab Grant program was established to allow for the spending of Rehab Grant funds more rapidly than in the past.

The Urban County monitors the HOME Program annually by selecting a sample of HOME-assisted units for property inspection and a request to the funded agency for verification of tenant's income and rental data. The units to be inspected are drawn from a sample of 10 percent of the HOME-assisted units. Deficiencies are noted by the County Rehab Specialist and follow up inspections are made to verify that the recommended corrections were made. As part of the Urban County's annual HOME monitoring, HOME rental projects consisting of five or more HOME-assisted units will be reviewed for affirmative marketing. An evaluation is prepared for each of the affirmative marketing plans for the effectiveness of leasing vacant units.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Under HUD's Code of Final Regulations for the Consolidated Plan (24 CFR Part 91 Sec. 91.105), the Urban County must adopt a Citizen Participation Plan (CPP) that sets forth the Urban County's policies and procedures for citizen participation in the planning, execution, and evaluation of the Consolidated Plan, Action Plans, and CAPER. This CPP provides guidelines for the Urban County to provide and encourage public participation by residents, community stakeholders, and grant beneficiaries in the process of drafting, implementing, and evaluating the Consolidated Plan and related documents. The citizen participation process includes outreach, public hearings, community forums, and opportunities for comment.

The Draft CAPER was made available on August 27, 2018, for a 15 day public review and comment period. The Plan was available electronically at www.sccgov.org/sites/oah. The electronic version was sent to global distribution lists throughout Santa Clara County. In addition, public comment was encouraged at the hearing listed below, or could be submitted in writing to:

County of Santa Clara
3180 Newberry Drive, Suite 150
San José, CA 95118

A summary of all public comments are included in the final CAPER, along with the County's response to the comments, if any.

Public Hearing:

Santa Clara County Board of Supervisors Hearing
Board of Supervisors' Chambers
County Government Center
70 West Hedding Street, 1st floor, San Jose, CA 95110
September 11, 2018, 9:30 am Time Certain

In addition to the distribution of the Draft CAPER a public notice was published in the San Jose Mercury News on August 27, 2018, notifying the public of upcoming public hearings as well as the minimum 15 day public comment period from August 27, 2018, to September 11, 2018. The public hearing notice and public comments received concerning this CAPER are attached to this report as Attachment 1 and Attachment 2.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The County had no changes in program objectives during the program year.

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

No

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The following projects received on-site inspections in Program Year 2017.

Project	Project address	City, State, Zip	No. of HOME Units		
			Total HOME Units	Inspected	Inspection Date
Jasmine Square	16530 Monterey Rd	Morgan Hill, CA 95037	11	4	6/7/2018
Royal Court Assoc.	17915 Monterey Rd	Morgan Hill, CA 95037	7	4	11/2/2017
Murphy Ranch P1	310 East Dunne Ave.	Morgan Hill, CA 95037	12	4	8/10/2017
Murphy Ranch P2	310 East Dunne Ave.	Morgan Hill, CA 95037	10	4	8/10/2017
Sobrato Apartments	9345 Monterey Road	Gilroy, CA 95020	21	8	6/5/2018
Fairlands	1120 Fairlands Court	Campbell, CA 95008	1	1	6/8/2018
Blossom Hill	14390 Blossom Hill Rd	San Jose, CA 95032	1	1	6/8/2018
Llnelly	88 Llnelly Ave	Campbell, CA 95008	1	1	6/8/2018
Cypress Residence	455 Cypress Ave.	Santa Clara, CA 95050	1	1	6/8/2018
Depot Commons	17145 Depot Ave.	Morgan Hill, CA 95037	5	4	6/7/2018
Skeels Hotel	17315 Monterey Rd	Morgan Hill, CA 95037	4	4	6/7/2018
Crest Ave Apartments	17677 Crest Ave	Morgan Hill, CA 95037	3	1	10/27/2017
Los Gatos Creek Apts.	31 Miles Ave.	Los Gatos, CA 95030	12	4	1/29/2018
Bill Wilson Transitional	1294 Jackson St.	Santa Clara, CA 95050	4	4	3/12/2018
Home Safe Santa Clara	611 El Camino Real	Santa Clara, CA 95050	3	3	7/26/2017
Sunset Square	2080 Alum Rock Ave.	San Jose, CA 95116	12	4	1/29/2018

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

In such a competitive, high-priced market, strategies that preserve or produce additional affordable housing do more to ensure long-term affordability for LMI residents. Due to the economics of the private market, programs such as Section 8 vouchers that provide tenant-based rental assistance might not be as feasible. Strategies that produce housing multiply the impact of available funds by increasing the number of households that can be served over a period of time, especially when HOME

rents are considerably lower than those found throughout the County.

One component of the monitoring process includes reviewing the affirmative marketing plans for HOME-assisted units. Affirmative marketing for housing development with HOME assistance is included as a requirement in every loan agreement the County executes with housing developers. Developers are required to develop an affirmative marketing plan and use it in their tenant selection process. County staff review the plans at lease-up and during HOME monitoring activities.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

During Fiscal Year 2018, no program income was received from HOME projects. Characteristics for owner and tenants of HOME assisted projects is included in previous sections of this document, including the CDBG numbers to eliminate the risk of double counting.

Describe other actions taken to foster and maintain affordable housing. 91.220(k)

The Urban County's primary role in housing development is providing assistance to create more affordable, below-market rate housing and special needs housing. The Urban County makes a significant contribution in a variety of ways to housing affordability and preservation, including, but not limited to:

- Funding for construction, rehabilitation, and housing preservation
- Providing rental subsidies
- Funding shelter programs and special needs housing
- Providing federal tax credits for first-time homebuyers, through the Countywide Mortgage Credit Certificate (MCC) program
- Generating opportunities for new housing on surplus County-owned lands

Over the past 12 months the County's Board of Supervisors has approved significant capital investment in permanent supportive housing funds.

Attachment to PR26-CDBG Financial Summary Report

List of Adjustments

Line 01	From PY 2016 Line 16
Line 34	\$357,531.06 represents the balance of prior year program income that was reported in IDIS after June 30, 2017, and should be included when calculating the Public Service Cap.
Line 07	-\$30,132.97 represents program income which should not be included when computing the Planning and Admin Cap.

ATTACHMENT 2

Public Comment

[Insert Public Comments]