

**URBAN COUNTY OF SANTA CLARA**  
**DRAFT Amended FY17/18 Annual Action Plan**  
*Public Comment Period: December 24, 2017-January 23, 2018*



**Prepared by the Office of Supportive Housing**  
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## Executive Summary

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

#### 1. Introduction

The Santa Clara Urban County (Urban County) Fiscal Year 2017/2018 One Year Action Plan (FY17/18 Action Plan) contains the County's one-year plan to carry out housing and community development activities funded by Federal formula grant funds received from the U.S. Department of Housing and Urban Development (HUD). These funds are from the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs. This Action Plan covers the third of five program years covered by the Urban County's 2015-2020 Consolidated Plan approved by the Board of Supervisors on May 5, 2015.

The Housing and Community Development (HDC) Division of the Office of Supportive Housing (OSH) is the lead agency for the Consolidated Plan and submits the Annual Action Plan for the Urban County's CDBG program for urban counties and for the HOME consortium. The Urban County includes the unincorporated community within Santa Clara County, and the seven small jurisdictions: the cities of Campbell, Los Altos, Los Altos Hills, Los Gatos, Morgan Hill, Monte Sereno, and Saratoga.

HUD requires entitlement jurisdictions to submit an annual Action Plan to report the distribution of federal entitlement grant funds over the Consolidated Plan's five-year period identifying how funding allocations help meet the goals covered in the Consolidated Plan.

The total funds available for the Urban County includes a total of \$2,782,391 in CDBG and HOME funds. This includes \$1,388,546 in CDBG entitlement funds, \$385,218 in revolving loan fund program income, \$749,218 in HOME entitlement funds, \$130,069 in program income, and \$129,341 in prior year HOME resources.

The Urban County's Action Plan covers the time period from July 1, 2017 to June 30, 2018, (HUD Program Year 2017). The Urban County consists of the cities of Campbell, Los Altos, Los Altos Hills, Los Gatos, Morgan Hill, Monte Sereno, Saratoga, and the unincorporated areas of the County. For purposes of HOME Program, the HOME Consortia consists of the cities of Cupertino, Gilroy, Palo Alto, and the Urban County. The FY17/18 Action Plan reports on the status of needs and outcomes the Urban County expects to achieve in the coming year. All of the activities mentioned in this Action Plan are based on current priorities. By addressing these priorities, the Urban County hopes to meet those objectives stated in the 2015-2020 Consolidated Plan. All the proposed projects and activities are intended to principally benefit residents of Urban County who have extremely low, low and moderate-incomes, and populations that have special needs, such as the elderly, disabled, and homeless.

The FY17/18 Action Plan describes Urban County activities to:

- Provide Decent Housing,
- Create a Suitable Living Environment, and
- Create Economic Opportunities.

#### **The Annual Goals presented in this plan are:**

1. Assist in the creation and preservation of affordable housing opportunities for low income and special needs households.
2. Support activities to end homelessness.

*County of Santa Clara*

3. Support activities that provide community services to low income and special needs households.
4. Support activities that strengthen neighborhoods.
5. Promote fair housing choice.

## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Activities identified in the FY17/18 Action Plan and budget will implement the goals identified in the third year of the 2015-2020 Five Year Consolidated Plan. The objectives provide specific actions to assist in the creation and preservation of affordable housing opportunities for low income and special needs households, support activities to end homelessness, support activities that provide community services to low income and special needs households, and support activities that strengthen neighborhoods.

Performance outcomes from these objectives will result in increased dedicated special needs housing units through multifamily new construction. In addition, the FY17/18 Action Plan provides increased funding efforts for targeted minor home repair programs. The plan also provides for community and supportive services for the elderly, homeless, low and moderate income persons, and those with special needs.

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

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects. The Urban County is responsible for ensuring compliance with all rules and regulations associated with the CDBG and HOME entitlement grant programs. The Urban County recognizes that the evaluation of past performance is critical to ensuring that its subrecipients are implementing activities effectively and that those activities align with the Urban County's overall strategies and goals. The Urban County made significant investments instrumental in advancing Urban County community development through the use of its CDBG and HOME entitlement grants. The variety of programs and activities the Urban County has funded with HUD block grant funds have been effective in addressing the greatest housing, community and economic development needs and the Urban County intends to continue these programs and activities during the current program year. The Urban County has had great success in anti-poverty, fair housing, special needs assistance, and multi-family new construction.

## **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Public participation plays a central role in the development of the Annual Action Plan. A public notice was published in the San Jose Mercury News on April 8, 2017, announcing the 30 day public comment period. The Plan was also available electronically on the OSH's website ([www.sccgov.org/sites/oah](http://www.sccgov.org/sites/oah)). The electronic version of the Annual Plan was sent to a distribution list throughout Santa Clara County. In addition, public comments were encouraged at the hearings listed below, or could be submitted in writing to:

Office of Supportive Housing  
Housing and Community Development Division  
3180 Newberry Drive, Suite 150  
San Jose, CA 95118

**Proposed Substantial Amendments:**

**1. Cancel Project No. SA-14-41 Audible Signals (\$71,338).** The City of Saratoga was awarded funding for their proposed Audible Signals Project in FY2013 and has been unable to complete the project. Due to the urgency of meeting HUD’s timeliness spending ratio the Office of Supportive Housing is canceling the project and reallocating the funds to the City of Morgan Hill’s Galvan Park project (MH- 16-51).

**2. Increase funding for Project No. MH-16-51 Morgan Hill Galvan Park.** Due to higher than anticipated construction bids OSH is recommending increasing funding from \$83,767.75 to \$216,417.39 using \$132,649.64 in un-programmed CDBG entitlement funds, which includes \$71,338 from the City of Saratoga’s cancelled Audible Signals project (SA-14-41).

**3. Amend Project No. CDBG-18-03 County OSH Multi-family Acquisition and/or Rehabilitation to** include rehabilitation of Emergency Shelters and Transitional Housing (ES/TH) and increase funding from \$35,237, to \$365,000, using un-programmed CDBG revolving loan funds.

**5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No comments were received during the public comment period.

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

No comments were received during the public comment period.

## 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
Lead Agency	SANTA CLARA COUNTY	Office of Supportive Housing
CDBG Administrator	SANTA CLARA COUNTY	Office of Supportive Housing
HOME Administrator	SANTA CLARA COUNTY	Office of Supportive Housing

### Narrative

The Santa Clara Urban County, also known as the “Urban County,” includes the unincorporated communities within Santa Clara County, in addition to seven small jurisdictions: the cities of Campbell, Los Altos, Los Altos Hills, Los Gatos, Monte Sereno, Morgan Hill, and Saratoga. The Urban County in partnership with the Entitlement Jurisdictions within Santa Clara County that receive federal funding administered by the U.S. Department of Housing and Urban Development (HUD) is the lead agencies for this joint funding allocation process. In 2015 the County entered into a HOME Consortia with the cities of Cupertino, Gilroy, and Palo Alto. In 2017, the HOME Consortium members renewed their participation in the HOME Consortia. By federal law, each jurisdiction is required to submit to HUD Annual Action Plans listing priorities and strategies for the use of federal funds.

Consolidated Plan Public Contact Information – Urban County Region of Santa Clara County  
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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **Introduction**

As standard practice, CDBG entitlement jurisdictions from throughout the County hold quarterly meetings known as the CDBG Coordinators Group. These meetings are often attended by HUD representatives and their purpose is to share information, best practices, new developments, and federal policy and appropriations updates among the local grantee staff, as well as to offer a convenient forum for HUD to provide ad-hoc technical assistance related to federal grant management. Meeting agendas cover such topics as projects receiving multi-jurisdictional funding, performance levels and costs for contracted public services, proposed annual funding plans, HUD program administration requirements, and other topics of mutual concern.

### **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(l))**

The quarterly CDBG Coordinator's Group meetings provide the opportunity for the County to consult with other jurisdictions on its proposed use of federal funds for the upcoming Program Year. The CDBG Coordinators Group meetings are often followed by a Regional Housing Working Group meeting, which is open to staff of entitlement and non-entitlement jurisdictions. The Working Group provides a forum for jurisdictions to develop coordinated responses to regional housing challenges.

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

The Santa Clara County Continuum of Care (CoC) is a multi-sector group of stakeholders dedicated to ending and preventing homelessness in the County of Santa Clara (County). The CoC’s primary responsibilities are to coordinate large-scale implementation of efforts to prevent and end homelessness in the County. The CoC is governed by the Santa Clara CoC Board (CoC Board), which stands as the driving force committed to supporting and promoting a systems change approach to preventing and ending homelessness in the County. The CoC Board is comprised of the same individuals who serve on the Destination: Home Leadership Board. Destination: Home, a public-private partnership committed to collective impact strategies to end chronic homelessness, serves as the backbone organization for the CoC and is responsible for implementing by-laws and protocols that govern the operations of the CoC. Destination: Home 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).

In winter 2014, 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:

1. Disrupt systems: Develop disruptive strategies and innovative prototypes that transform the systems related to housing homeless people.
2. 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.
3. 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 in families. Members of the CoC meet on a monthly basis in various work groups to ensure successful implementation components of the Plan's action steps. A Community Plan Implementation Team, which includes members of the CoC and other community stakeholders, meets quarterly to evaluate progress toward the Plan's goals, identify gaps in homeless services, establish funding priorities, and pursue an overall systematic approach to address homelessness.

**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 Urban County is not an ESG entitlement jurisdiction. The County of Santa Clara's Office of Supportive Housing is the HMIS Lead for the Santa Clara County Continuum of Care. The project meets and exceeds HUD's requirements for the implementation and compliance of HMIS Standards. The project has a rich array of service provider participation and is utilized to capture information and report on special programming, including the CoC's Coordinated Assessment System and UPLIFT, the CoC's free transit pass program. In 2015, the County assumed the role of HMIS Lead, and led the CoC through a change in software and system administration. Both software and system administration are now provided by Bitfocus, Inc. The County and Bitfocus work jointly to operate and oversee HMIS. Funding for HMIS in Santa Clara County comes from HUD, the County of Santa Clara, and the City of San Jose.

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

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

1	<b>Agency/Group/Organization</b>	City of Campbell
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Capital Improvements
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HCD Staff consulted with the staff and elected officials for the participating jurisdictions and community stakeholders.

2	<b>Agency/Group/Organization</b>	City of Cupertino Community Development Department Housing Division
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Capital Improvements
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HCD Staff consulted with the staff and elected officials for the participating jurisdictions and community stakeholders.
3	<b>Agency/Group/Organization</b>	City of Gilroy
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HCD Staff consulted with the staff and for the participating jurisdictions and community stakeholders.
4	<b>Agency/Group/Organization</b>	City of Los Altos
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Capital Improvements
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HCD Staff consulted with the staff and elected officials for the participating jurisdictions and community stakeholders.
5	<b>Agency/Group/Organization</b>	City of Los Altos Hills
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Capital improvements
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HCD Staff consulted with the staff and elected officials for the participating jurisdictions and community stakeholders.
6	<b>Agency/Group/Organization</b>	Town of Los Gatos
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Capital Improvements
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HCD Staff consulted with the staff and elected officials for the participating jurisdictions and community stakeholders.
7	<b>Agency/Group/Organization</b>	City of Monte Sereno - Community Development
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Capital Improvements



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
8	<b>Agency/Group/Organization</b>	City of Morgan Hill
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Capital Improvements
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HCD Staff consulted with the staff and elected officials for the participating jurisdictions and community stakeholders.
9	<b>Agency/Group/Organization</b>	City of Palo Alto
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Capital Improvements
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HCD Staff consulted with the staff for the participating jurisdictions and community stakeholders.
10	<b>Agency/Group/Organization</b>	City of Saratoga
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Capital Improvements
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HCD Staff consulted with the staff and elected officials for the participating jurisdictions and community stakeholders.

**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**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Regional 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 support activities to prevent and end homelessness.
County of Santa Clara Housing Element	County of Santa Clara Planning Department	The Housing Element serves as a policy guide to help the County meet its existing and future housing needs. This effort aligns with the Strategic Plan's goal to assist in the creation and preservation of affordable housing

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
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 the County. This effort aligns with the Strategic Plan's goal to support activities that provide community services to low income and special needs households.
Affordable Housing Funding Landscape & Local Best	Cities Association of Santa Clara County & Housing Trust of Silicon Valley	This report provides a comparison of the different funding strategies available for affordable housing in the County, and the best practices for funding new affordable housing. This effort aligns with the Strategic Plan's goal to assist in the creation and preservation of affordable housing.

## AP-12 Participation – 91.105, 91.200(c)

### Summary of citizen participation process/efforts made to broaden citizen participation

#### Summarize citizen participation process and how it impacted goal-setting

It is the intent of the Urban County to provide for and encourage citizen participation, with particular emphasis on participation by lower income persons who are beneficiaries of or impacted by entitlement-funded activities.

The Urban County has an adopted Citizen Participation Plan 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 Plan 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 Urban County held three meetings with the Housing and Community Development Advisory Committee (HCDAC) to develop the funding recommendations that form the FY17/18 Action Plan.

<p><b><u>HCDAC</u></b>          Notice of Funding Availability (NOFA) Guidelines and Programmatic Changes Meeting.</p>	<p><b>Monday, November 14, 2016</b>          County Government Center 70 West Hedding Street, Lower Level Conference Room</p>
<p><b><u>HCDAC</u></b>          Applicants Presentation Meeting. An opportunity for all applicants to describe their application for funding project.</p>	<p><b>Monday, February 6, 2017</b>          Charcot Training Center, Room 1 Charcot Street, San Jose, CA 95136</p>
<p><b><u>HCDAC</u></b>          Funding Recommendation Meeting</p>	<p><b>Monday, March 13, 2017</b>          Charcot Training Center, Room 1 Charcot Street, San Jose, CA 95136</p>
<p><b><u>Board of Supervisors</u></b>          Public Hearing          Adoption of FY18 Funding Recommendations and FY17/18 Annual Action Plan.</p>	<p><b>Tuesday, May 9, 2017</b>          Board Chambers          County Government Center,          70 W. Hedding Street, San Jose, CA          San Jose, CA</p>

**Table 4 – Citizen Participation Outreach**

	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of response /attendance</b>	<b>Summary of Comments received</b>	<b>Summary of comments not accepted and reasons</b>	<b>URL (If applicable)</b>
1	Posted on Website	Non-targeted/broad community	Agenda was sent to the Housing and Community Development Advisory Committee representing one elected from each participating jurisdiction, one representative from each of the five County Districts, Non-profit Agencies, Housing Developers, and members of the general public were present.	No comments received.	Not Applicable.	<a href="http://www.sccgov.org/sites/oah">www.sccgov.org/sites/oah</a>
2	Newspaper Ad	Non-targeted/broad community	Public Hearing Notice published in the San Jose Mercury News on April 8, 2017.	No comments received.	Not Applicable.	<a href="http://www.sccgov.org/sites/oah">www.sccgov.org/sites/oah</a>

	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of response /attendance</b>	<b>Summary of Comments received</b>	<b>Summary of comments not accepted and reasons</b>	<b>URL (If applicable)</b>
3	Public Meeting	Non-targeted/broad community	Attendance of the Housing and Community Development Advisory Committee representing one elected from each participating jurisdiction, one representative from each of the five County Districts, Non-profit Agencies, Housing Developers, and members of the general public were present.	No comments received.	Not Applicable.	<a href="http://www.sccgov.org/sites/oah">www.sccgov.org/sites/oah</a>
4	Internet Outreach	Targeted to non-profit current and past CDBG/HOME recipients and other interested organizations.	Draft Annual Plan emailed to current and past non-profit organizations and developers plus other interested parties.	No comments received.	Not applicable.	<a href="http://www.sccgov.org/sites/oah">www.sccgov.org/sites/oah</a>

## Expected Resources

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

#### Introduction

HUD has not published their Program Year 2017 budget correlating with the County’s FY2018 formula grant funding allocations. The County will receive \$1,388,546 in CDBG entitlement funds, approximately the same funding level as the current year, and \$749,218 in HOME funds, approximately 1% less than the current year. The Urban County is also proposing to use excess program income and prior year resources.

**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 Resources	Total		
CDBG	Public-Federal	Acquisition. Admin and Planning. Economic Development. Housing. Public Improvements. Public Services	\$1,388,546	\$385,218	\$0.00	\$1,773,764	\$2,235,523	CDBG funds will be used for the creation and/or preservation of affordable units for LMI households and for public services that benefit LMI and special needs households.

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 Resources	Total		
<b>HOME</b>	Public - Federal	Acquisition. Homebuyer assistance. Homeowner rehab. Multifamily rental new construction. Multifamily rental rehab. New construction for ownership. TBRA.	\$749,218	\$130,069	\$129,341	\$1,008,628	\$864,983	This program is designed to create and preserve affordable housing for extremely low and low income households, as well as create designated units for special needs populations.

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

***Entitlement Funds***

Leverage, in the context of entitlement funding, means bringing other local, state, and federal financial resources to maximize the reach and impact of the Urban County's HUD Programs. HUD, like many other federal agencies, encourages the recipients of federal monies to demonstrate that efforts are being made to strategically leverage additional funds in order to achieve greater results. Leverage is also a way to increase project efficiencies and benefit from economies of scale that often come with combining sources of funding for similar or expanded scopes. The County has a variety of local funding sources that are used in conjunction with the federal funds. This includes, but is not limited to, Affordable Housing Funds, Stanford Affordable Housing Funds.

***Match Requirements***

A 25 percent match is required for HOME funds. The match can be cash, the value of foregone interest, fees or charges, appraised value of land or real property, tax-exempt mortgage revenue bond funds, general funds, or leftover rental rehab. The match cannot come from federal funds (including CDBG, HOME, ESG), and the match must be available at the time the nonprofit requests reimbursement under its contract with the Urban County. The majority of Action Plan activities carried out by the Urban County involve the leveraging of a variety of resources. For example, during the FY2016/2017 reporting period, the HOME program utilized a variety of resources to meet the matching requirements. Those public resources included the Stanford Affordable Housing Fund and the County of Santa Clara's Banked Match.

***Other Federal Grant Programs***

In addition to the entitlement dollars listed above, the federal government has several other funding programs for community development and affordable housing activities. These include: the Section 8 Housing Choice Voucher Program, Section 202, Section 811, the Affordable Housing Program (AHP) through the Federal Home Loan Bank, and others.

It should be noted that in most cases the Urban County would not be the applicant for these funding sources as many of these programs offer assistance to affordable housing developers rather than 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**

County-owned properties provide important but somewhat limited housing development opportunities. The sale of surplus properties to non-government entities for use in housing or mixed use developments is one means of facilitating housing development. Another means is through County retention of land rights and partnership with a private developer to create new housing or mixed use developments. In either case, the use of land for redevelopment, not for a governmental purpose or structure, is governed by the applicable city general plan if located within a city Urban Service Area. The County has partnered with Charities Housing Development Corporation on developing a 2.56 acre site for permanent supportive housing on unused surplus County land. While no CDBG or HOME funds have been allocated to this project, the County has set aside \$12 million dollars in general funds towards the development of the site. Analysis of the constraints affecting development of individual County-owned properties for affordable housing projects is more difficult than analyzing the constraints affecting residential development on privately-owned lands because:

- Opportunities for redevelopment on County-owned lands is limited by the number of properties



and the financial considerations involved in determining the disposition of those properties.

- For those projects that may require city approvals, the parcels involved may not initially have residential designations in the cities' general plans and/or necessary pre-zoning that would indicate how many residential units the cities would allow to be built on them.
- The residential land use designations the cities would apply to County-owned lands proposed to be used for housing are likely to be "planned unit development" designations that allow for a relatively wide range of densities and development types. Estimates of housing development would be case-by-case.

On the whole, use of surplus County-owned properties does not involve significant constraints to housing development. Rather, it promotes housing development if located within the Urban County and meets the needs of both the County and the city within which development is proposed.

### **Discussion**

Please see discussion above

## Annual Goals and Objectives

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

Table 6 - Goals and Summary Information

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2017	2018	Affordable Housing	Countywide	Affordable Housing	CDBG: \$720,403	Homeowner Housing Rehab: <b>83 Households</b>
							HOME \$733,706	Multi-Family Rental Rehab: <b>116 Existing Units</b> <b>7 New Units</b>
							\$200,000	TBRA: <b>100 Units</b>
2	Homelessness	2017	2018	Homeless	Countywide	Homelessness	CDBG: \$87,425	Homeless Person Overnight Shelter: <b>288</b> Persons Assisted Homelessness Prevention: <b>530</b> Persons Assisted
3	Community Services	2017	2018	Non-Homeless Special Needs Non-Housing Community Development	Countywide	Community Services	CDBG: \$116,725	Public service activities other than Low/Moderate Income Housing Benefit: <b>3,375</b> Persons Assisted

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Strengthen Neighborhoods	2017	2018	Non-Housing Community Development	Countywide	Public Facilities, Public Improvements and Infrastructure	CDBG: \$384,587	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: <b>9,666</b> Persons Assisted
5	Fair Housing	2017	2018	Affordable Housing	Countywide	Fair Housing	CDBG: \$61,915	Public service activities other than Low/Mod Income Housing: <b>194</b> Persons Assisted

**Table 7 – Consolidated Plan Goals and Descriptions**

1	Goal Name	Affordable Housing
	Goal Description	Assist in the creation and preservation of affordable housing opportunities for low income and special needs households.
2	Goal Name	Homelessness
	Goal Description	Support activities to end homelessness.
3	Goal Name	Community Services
	Goal Description	Support activities that provide community services to low income and special needs households.
4	Goal Name	Strengthen Neighborhoods
	Goal Description	Support activities that strengthen neighborhoods.
5	Goal Name	Fair Housing
	Goal Description	Promote fair housing choice.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b): **223** Individuals/families will be provided with affordable housing.

## AP-35 Projects – 91.220(d)

### Introduction

The Consolidated Plan goals below represent high priority needs for the Urban County and serve as the basis for the strategic actions the Urban County will use to meet these needs. The goals, listed in no particular order are:

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 choice.

**Table 8 – Project Information**

	Projects	
1	HO-18-01 Eden Housing The Redwoods/Wheeler (CHDO)	The Redwoods/Wheeler Manor – Rental Rehabilitation
2	HO-18-02 SCC OSH	Tenant Based Rental Assistance (TBRA)
3	CDBG-18-01 Rebuilding Together	Home Repair and Modifications
4	CDBG-18-02 San Jose Conservation Corp	Solar Program/Energy Upgrades
5	PS-18-01 Catholic Charities	Ombudsman Program
6	PS-18-02 Boys and Girls Club	El Toro Youth Center
7	PS-18-03 Community Services Agency of Los Altos	Assist at-risk seniors live independently in their own homes
8	PS-18-04 Community Solutions	La Isla Pacifica - Shelter
9	PS-18-05 Family Supportive Housing	Bridges Aftercare
10	PS-18-06 Family Supportive Housing	SJ Family Shelter
11	PS-18-07 Live Oak Adult Day Services	Day Care in Los Gatos and Morgan Hill)
12	PS-18-08 Law Foundation	Fair Housing
13	PS-18-09 Next Door Solutions	Domestic Violence Shelter
14	PS-18-10 Project Sentinel	Tenant Landlord Services
15	PS-18-11 Saratoga Area Senior Council	Adult Day Care
16	PS-18-12 Senior Adults Legal Assistance (SALA)	Legal Services in Campbell, Los Gatos, Morgan Hill, and Saratoga
17	PS-18-13 Silicon Valley Independent Living Center (SVILC)	Housing Persons with Disabilities
18	PS-18-14 West Valley Community Center	CARE
19	PS-18-15 YWCA	Domestic Violence Services and Shelter
20	PS-18-16 Sacred Heart	Homeless Prevention Program
21	PS-18-17 LifeMoves	Opportunity Services Center

<b>Projects</b>		
22	LA-18-41 Los Altos	Curb Cut and Sidewalk Project
23	LG-18-41 Los Gatos	Community Development including Adult Senior Center or Bachman Park
24	FH-18-01 Law Foundation	Fair Housing (Admin)
25	SC-18-91 CDBG Planning and Admin	CDBG Planning and Admin
26	HO-18-91 HOME Admin	HOME Admin
27	PI-18-RLF SCC Rehab (RLF)	Single-family Homeowner Housing Rehab
28	SC-18-52 – CDBG Rehab Services	CDBG Rehab Services
29	CDBG-18-03 County/OSH MF Acquisition and/or Rehab	Multi-family Acquisition/Rehab Program including Emergency Shelters and Transitional Housing

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

## AP-38 Projects Summary

**Table 9 – Project Summary**

<b>1</b>	<b>Project Name</b>	<b>HO-18-01 Eden Housing (CHDO) The Redwoods/Wheeler Manor – Rental Rehabilitation</b>
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$733,706
	<b>Description</b>	Eden Housing, is a designated Community Housing Development Organization (CHDO). Eden Housing has demonstrated that it has staff with demonstrated development experience. Funds are being reserved for this CHDO project which will acquire and rehabilitate 116 affordable housing rental units for low-income families and seniors. Seven new affordable senior units will be added at Wheeler Manor. Rehabilitation of 123 units of low-income rental units, 116 Existing units and 7 New Units
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A total of 123 families will benefit from the proposed project. It is also important to note that 33 units have been set aside for families at risk of homelessness and/or special needs. HCD staff is working collaboratively with the developer to provide the County with direct access to 13 units for individuals and/or families at-risk of homelessness with special needs.
	<b>Location Description</b>	9005 Kern Avenue and 651 W. Sixth Street Morgan Hill, CA
	<b>Planned Activities</b>	Eden Housing Developers, is a designated Community Housing Development Organization (CHDO). Funding will be used for soft and hard costs associated with the project.
<b>2</b>	<b>Project Name</b>	<b>HO-18-02-County Tenant Based Rental Assistance (TBRA)</b>
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$200,000
	<b>Description</b>	Tenant Based Rental Assistance
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 low Income individuals/Families
	<b>Location Description</b>	Countywide
	<b>Planned Activities</b>	Tenant Based Rental Assistance

<b>3</b>	<b>Project Name</b>	<b>CDBG-18-01 Rebuilding Together - Home Repair and Modifications</b>
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$257,127
	<b>Description</b>	Rebuilding Together will preserve and maintain affordable housing and provide a safe and secure living environment for very low and low-income households through housing rehab.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	65 low-income, owner-occupied, housing units will be repaired.
	<b>Location Description</b>	Within the Urban County jurisdictions.
	<b>Planned Activities</b>	Low to moderate income owner-occupied, minor and emergency housing rehabilitation.
<b>4</b>	<b>Project Name</b>	<b>CDBG-18-02 San Jose Conservation Corp – Low-income Solar Installation Program</b>
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Affordable Housing Strengthen Neighborhoods
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	The San Jose Conservation Corps and Charter School (SJCC&CS) Solar Installation Training Program will provide free solar photo-voltaic (PV) systems to low-income homeowners in Santa Clara County, while simultaneously allowing our young adult students to gain hands on installation experience working alongside licensed solar contractors. This program addresses two critical needs: 1) workforce development and 2) sustainable development.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 low-income, owner-occupied, housing units will be updated with energy efficient solar panels.
	<b>Location Description</b>	Within the Urban County jurisdictions.
	<b>Planned Activities</b>	Installation of energy efficiency solar panels and costs to administer the program.
<b>5</b>	<b>Project Name</b>	<b>PS-18-01 Catholic Charities - Ombudsman Program</b>
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Community Services

	<b>Needs Addressed</b>	Community Services
	<b>Funding</b>	CDBG: \$11,908
	<b>Description</b>	The project will provide low-income seniors in long-term care facility with an Ombudsman how will work to resolve any problems of the individual client and bring about changes to improve the care for the client.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,825, low-income seniors will benefit.
	<b>Location Description</b>	Within the Urban County Jurisdictions.
	<b>Planned Activities</b>	Site visits to various Senior Care Facilities and provide with case management for those clients with open cases.
<b>6</b>	<b>Project Name</b>	<b>PS-18-02 Boys and Girls Club - El Toro Youth Center</b>
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Community Services
	<b>Needs Addressed</b>	Community Services
	<b>Funding</b>	CDBG: \$11,908
	<b>Description</b>	The project will provide at-risk Morgan Hill youth ages 6-18 with accessibility to out-of-school enrichment programs, assistance, and mentorship.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 at-risk youth.
	<b>Location Description</b>	Morgan Hill
	<b>Planned Activities</b>	Activities include enrichment, assistance, and mentorship programs for at-risk youth.
<b>7</b>	<b>Project Name</b>	<b>PS-18-03 Community Services Agency of Los Altos</b>
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Community Services
	<b>Needs Addressed</b>	Community Services
	<b>Funding</b>	CDBG: \$10,825
	<b>Description</b>	This project will assist at-risk seniors live independently in their own homes and out of costly hospitals and long-term care facilities.
	<b>Target Date</b>	6/30/2018



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	48 Seniors.
	<b>Location Description</b>	Los Altos
	<b>Planned Activities</b>	Case management, senior support services, and education services by presentations and publication of ongoing newsletters.
<b>8</b>	<b>Project Name</b>	<b>PS-18-04 Community Solutions - La Isla Pacifica</b>
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$22,733
	<b>Description</b>	To provide shelter and supportive services for 28 ELI unduplicated adults plus their minor children.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 low-income homeless adults with children.
	<b>Location Description</b>	Morgan Hill
	<b>Planned Activities</b>	Shelter and support services.
<b>9</b>	<b>Project Name</b>	<b>PS-18-05 Family Supportive Housing - Bridges Aftercare</b>
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$11,908
	<b>Description</b>	This project will provide an additional 9 months of support and services to 24 unduplicated homeless families.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	24 very low income adults with children.
	<b>Location Description</b>	San Jose
	<b>Planned Activities</b>	Project will provide 9 months of additional support and services to those adults with children who have transitioned out of the SJ Family Shelter.

10	<b>Project Name</b>	<b>PS-18-06 Family Supportive Housing - SJ Family Shelter</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$11,908
	<b>Description</b>	Project provides up to 90 days of temporary housing to 24 homeless families with children.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	24 homeless families with children.
	<b>Location Description</b>	San Jose
<b>Planned Activities</b>	Shelter and supportive services.	
11	<b>Project Name</b>	<b>PS-18-07 Live Oak Adult Day Services - Day Care in Los Gatos and Morgan Hill</b>
	<b>Goals Supported</b>	Community Services
	<b>Needs Addressed</b>	Community Services
	<b>Funding</b>	CDBG: \$21,650
	<b>Description</b>	Adult day care services in the cities of Los Gatos and Morgan Hill.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3120 very low-and low-income seniors.
	<b>Location Description</b>	Cities of Los Gatos and Morgan Hill.
	<b>Planned Activities</b>	Day Care facility which will provide client intake and assessment, socialization and recreation, physical stimulation.
12	<b>Project Name</b>	<b>PS-18-08 Law Foundation - Fair Housing</b>
	<b>Goals Supported</b>	Fair Housing
	<b>Needs Addressed</b>	Fair Housing
	<b>Funding</b>	CDBG: \$33,558
	<b>Description</b>	Fair Housing Assistance for 65 individuals and families. Prevent wrongful eviction for persons with disabilities.
	<b>Target Date</b>	6/30/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	64 persons with disabilities and families with Children will be assisted.
	<b>Location Description</b>	Countywide
	<b>Planned Activities</b>	Provide educational presentations, outreach, and brochures at a variety of venues. Provide information and referral services and investigate cases of alleged discrimination.
<b>13</b>	<b>Project Name</b>	<b>PS-18-09 Next Door Solutions - Domestic Violence Shelter</b>
	<b>Goals Supported</b>	Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$11,908
	<b>Description</b>	Shelter & Support Services to victims of domestic violence.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	204 victims of domestic violence will be assisted.
	<b>Location Description</b>	Urban County Areas.
	<b>Planned Activities</b>	Emergency shelter and support services. 24-hour domestic hotline, housing services, crisis counseling, legal, and self-sufficiency services.
<b>14</b>	<b>Project Name</b>	<b>PS-18-10 Project Sentinel - Tenant Landlord</b>
	<b>Goals Supported</b>	Fair Housing
	<b>Needs Addressed</b>	Fair Housing
	<b>Funding</b>	CDBG: \$32,475
	<b>Description</b>	Fair Housing /Tenant Landlord Services for low income individuals or families.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	130 Low-income individuals and/or families.
	<b>Location Description</b>	Urban County Areas.
	<b>Planned Activities</b>	Information and client referral services on housing issues. Rental dispute resolution. Counseling and conciliation.
<b>15</b>	<b>Project Name</b>	<b>PS-18-11 Saratoga Area Senior Council - Adult Day Care</b>
	<b>Goals Supported</b>	Community Services
	<b>Needs Addressed</b>	Community Services

	<b>Funding</b>	CDBG: \$11,908
	<b>Description</b>	Adult Day Care Facility.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	41 Low-income seniors.
	<b>Location Description</b>	City of Saratoga.
	<b>Planned Activities</b>	Day care facility, socialization, physical activity, creative activities, and meals provided.
<b>16</b>	<b>Project Name</b>	<b>PS-18-12 Senior Adults Legal Assistance (SALA)</b>
	<b>Goals Supported</b>	Community Services
	<b>Needs Addressed</b>	Community Services
	<b>Funding</b>	CDBG: \$32,475
	<b>Description</b>	Legal Assistance for low income seniors in the Cities of Campbell, Los Gatos, Morgan Hill, and Saratoga.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	140 low-income seniors will be assisted.
	<b>Location Description</b>	Cities of Campbell, Los Gatos, Morgan Hill, and Saratoga.
	<b>Planned Activities</b>	Legal assistance, including advising and counseling on basic rights. Facilitation access to public benefits to meet basic life needs and legal planning.
<b>17</b>	<b>Project Name</b>	<b>PS-18-13 Silicon Valley Independent Living Center (SVILC) - Housing Persons with Disabilities</b>
	<b>Goals Supported</b>	Community Services
	<b>Needs Addressed</b>	Community Services
	<b>Funding</b>	CDBG: \$11,908
	<b>Description</b>	Housing Program for Persons with Disabilities.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	110 Low-income individuals or families with disabilities will benefit.
	<b>Location Description</b>	Urban County Areas.
	<b>Planned Activities</b>	Assist low-income residents with disabilities in their search for affordable and accessible housing. Provide education and training workshops on how to conduct a housing search to transition from homelessness, from a health care facility, unstable or temporary housing.

<b>18</b>	<b>Project Name</b>	<b>PS-18-14 West Valley Community Center - CARE</b>
	<b>Goals Supported</b>	Community Services
	<b>Needs Addressed</b>	Community Services
	<b>Funding</b>	CDBG: \$11,908
	<b>Description</b>	Community Access To Resources and Education. (CARE)
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	80 low-income individuals or families.
	<b>Location Description</b>	Urban County Areas
	<b>Planned Activities</b>	Provide intensive case management and education to each client.
<b>19</b>	<b>Project Name</b>	<b>PS-18-15: YWCA - Domestic Violence Services and Shelter</b>
	<b>Goals Supported</b>	Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$11,908
	<b>Description</b>	Shelter for victims of domestic violence.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	40 victims of domestic violence will be benefit.
	<b>Location Description</b>	Urban County Areas.
	<b>Planned Activities</b>	Activities include emergency shelter, basic needs, including food and clothing, case management, and safety.
<b>20</b>	<b>Project Name</b>	<b>PS-18-16 Sacred Heart-Homeless Prevention Program</b>
	<b>Goals Supported</b>	Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$11,908
	<b>Description</b>	Emergency Shelter for homeless individuals and families.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	185 low income households at risk of eviction and/or homelessness.
	<b>Location Description</b>	Urban County Areas.

	<b>Planned Activities</b>	Activities will provide housing counseling, information and referral services.
<b>21</b>	<b>Project Name</b>	<b>PS-18-17 LifeMoves - Opportunity Services Center</b>
	<b>Goals Supported</b>	Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$10,972
	<b>Description</b>	Housing counseling and information and referral services for households at risk of eviction and/or homelessness.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	321 low-income families at risk of eviction and/or homelessness will benefit.
	<b>Location Description</b>	San Jose
	<b>Planned Activities</b>	Housing Counseling and Referral Services.
<b>22</b>	<b>Project Name</b>	<b>LA-18-41: Los Altos – Curb Cut and Sidewalk project</b>
	<b>Goals Supported</b>	Strengthen Neighborhoods
	<b>Needs Addressed</b>	Public Facilities, Public Improvements and Infrastructure
	<b>Funding</b>	CDBG: \$224,562
	<b>Description</b>	Installation of Curb cuts and sidewalk repairs.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4,400 presumed benefit clientele consisting of severely disabled adults and seniors.
	<b>Location Description</b>	Downtown Area of Los Altos
	<b>Planned Activities</b>	Planning and construction of accessibility ramps including sidewalk repair required prior to construction.
<b>23</b>	<b>Project Name</b>	<b>LG-18-41: Los Gatos Community Development project including an Adult Senior Center and/or Bachman Park upgrades for improved accessibility for seniors and disabled adults.</b>
	<b>Goals Supported</b>	Strengthen Neighborhoods
	<b>Needs Addressed</b>	Public Facilities, Public Improvements and Infrastructure
	<b>Funding</b>	CDBG: \$142,322
	<b>Description</b>	Repair aging sidewalk infrastructure in order to improve accessibility for aging or physically impaired residents to access Bachman Park ins Los Gatos.
	<b>Target Date</b>	6/30/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5,266 presumed benefit clientele consisting of severely disabled adults and seniors will benefit.
	<b>Location Description</b>	Town of Los Gatos.
	<b>Planned Activities</b>	Activities include planning and sidewalk repair construction.
24	<b>Project Name</b>	<b>FH-18-01 Law Foundation - Fair Housing (Admin)</b>
	<b>Goals Supported</b>	Fair Housing
	<b>Needs Addressed</b>	Fair Housing
	<b>Funding</b>	CDBG: \$50,194
	<b>Description</b>	Fair Housing Services funded from CDBG Admin.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	(See PS-18-08)
	<b>Location Description</b>	Within the Urban County Jurisdictions.
	<b>Planned Activities</b>	Activities include consultations, investigations, educational workshops to landlords and tenants, technical assistance and housing rights brochures to landlords and rental property owners.
25	<b>Project Name</b>	<b>SC-18-91 CDBG Planning and Admin</b>
	<b>Goals Supported</b>	Affordable Housing Homelessness Community Services Strengthen Neighborhoods Fair Housing
	<b>Needs Addressed</b>	Affordable Housing Homelessness Community Services Public Facilities, Public Improvements and Infrastructure Fair Housing
	<b>Funding</b>	CDBG: \$227,515
	<b>Description</b>	CDBG 20% Admin Fee. Personnel costs related to the administrative costs of administering the Urban County CDBG Program.
	<b>Target Date</b>	6/30/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	Activity is for the cost of administering the CDBG program.
26	<b>Project Name</b>	<b>HO-18-91: HOME Admin</b>
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$74,922
	<b>Description</b>	HOME 10% Admin Fee. Personnel costs related to the administrative costs of administering the Urban County HOME program.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	NA
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Activities related to the costs of administering the HOME program.
27	<b>Project Name</b>	<b>PI-18-RLF: Single Family Housing Rehabilitation Loan/Grant Program</b>
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$495,941
	<b>Description</b>	<b>The Single Family Housing Rehabilitation Loan/Grant Program</b> will help eligible low-income households finance minor home repairs that will; provide forgivable loans/grants to households with urgent repair needs; correct essential critical health and/or safety repairs which have resulted in code violations; remove threats to health and safety, and modify and/or eliminate barriers to accessibility for persons with mobility or other physical impairments using the Santa Clara County (SCC) revolving loan fund.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Five low-income, single-family, owner-occupied households.
	<b>Location Description</b>	Urban County Areas.
	<b>Planned Activities</b>	Activities include planning and construction for single-family housing rehabilitation.



28	<b>Project Name</b>	<b>SC-18-52: SCC Rehab Services – Rehab Administrative Costs</b>
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$125,000
	<b>Description</b>	Personnel costs related to the administrative costs of administering the Urban County Housing Rehab Program (PI-18-RLF)
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	(See PI-18-RL).
	<b>Location Description</b>	Urban County Areas.
	<b>Planned Activities</b>	OSH staff salaries for activities including planning and construction for single-family housing rehabilitation.
29	<b>Project Name</b>	<b>CDBG-18-03 - County/OSH Multi-family Acquisition and/or Rehab including Emergency Shelters and Transitional Housing (ES/TH)</b>
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$365,000
	<b>Description</b>	Multi-family Housing Acquisition or Rehabilitation including rehabilitation to Emergency Shelters and/or Transitional Housing.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2
	<b>Location Description</b>	Urban Countywide
	<b>Planned Activities</b>	Acquisition or rehabilitation of Multi-family units.

**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**

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

**Geographic Distribution**

**Table 6 - Geographic Distribution**

Target Area	Percentage of Funds
Countywide	0

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

Not applicable.

**Discussion**

Please see discussion above.

## Affordable Housing

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

#### Introduction

Although entitlement dollars are limited, the Urban County does anticipate expending a significant portion of its CDBG and HOME funds on the preservation and development of affordable housing. A detailed discussion of how HUD entitlements will be used to support affordable housing needs within the Urban County is provided in AP-20, with the number of households to be assisted itemized by goal.

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

One Year Goals for the Number of Households to be Supported	
Homeless	
Non-Homeless	272
Special-Needs	33
<b>Total</b>	<b>305</b>

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	100
The Production of New Units	7
Rehab of Existing Units	198
Acquisition of Existing Units	0
<b>Total</b>	<b>305</b>

#### Discussion

Please see discussions above.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

HACSC assists approximately 17,000 households through the federal Section 8 Housing Choice Voucher program (Section 8). The Section 8 waiting list contains 21,256 households and is estimated to be a 10-year wait. HACSC also develops, controls, and manages more than 2,600 affordable rental housing properties throughout the County. HACSC's programs are targeted toward LMI households, and more than 80 percent of their client households are extremely low income families, seniors, veterans, persons with disabilities, and formerly homeless individuals.

In 2008, HACSC entered into a ten-year agreement with HUD to become a Moving to Work (MTW) agency. The MTW program is a federal demonstration program that allows greater flexibility to design and implement more innovative approaches for providing housing assistance. Additionally, HACSC has used LIHTC financing to transform and rehabilitate 535 units of public housing into HACSC-controlled properties. The agency is an active developer of affordable housing and has either constructed, rehabilitated, or assisted with the development of more than 30 housing developments that service a variety of households, including special needs households.

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

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

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

While the majority of their units have been converted to affordable housing stock, HACSC 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 HACSC board.

HACSC has been a MTW agency since 2008. In this time the agency has developed 31 MTW activities. The vast majority of their successful initiatives have been aimed at reducing administrative inefficiencies, which in turn opens up more resources for programs aimed at LMI families. The following is excerpted from HACSC's August 2014 Board of Commissioner's report:

"HACSC's Family Self Sufficiency (FSS) Program is designed to provide assistance to current HACSC Section 8 families to achieve self-sufficiency. When a family enrolls in the five-year program, HPD's FSS Coordinator and LIFESteps service provider helps the family develop self-sufficiency goals and a training plan, and coordinates access to job training and other services, including childcare and transportation. Program participants are required to seek and maintain employment or attend school or job training. As participants increase their earned income and pay a larger share of the rent, HACSC holds the amount of the tenant's rent increases in an escrow account, which is then awarded to participants who successfully complete the program. HACSC is currently in the initial stages of creating a pilot successor program to FSS under the auspices of its MTW flexibility called Focus Forward."

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

Not applicable.

### **Discussion**

See Discussion above.

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

### **Introduction**

The Santa Clara region is home to the fourth-largest population of homeless individuals (6,681 single individuals) and the highest percentage of unsheltered homeless of any major city (75 percent of homeless people sleep in places unfit for human habitation). The homeless assistance program planning network is governed by the Santa Clara County Continuum of Care (CoC), governed by the CoC Board, which is comprised 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 homeless services 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 Homeless Census is a countywide collaborative effort to help assess regional homeless needs. The Urban County participates with the other jurisdictions in the region to conduct a biennial countywide homeless count. The data from the census is used to plan, fund, and implement actions for reducing chronic homeless and circumstances that bring about homelessness. The Urban County financially contributed and participated in the countywide Homeless Census survey that took place in 2015 and will financially contribute and participate in the upcoming 2017 survey. Additionally, two formally homeless persons participate on the CoC Board of Directors. The Urban County through the Care Coordination Program will continue their efforts to find housing for the chronically homeless.

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

In FY 2017-2018 the Urban County will allocate federal entitlement dollars to the following housing programs which address emergency shelter and transitional housing needs of homeless persons:

1. San Jose Family Shelter (PS-18-06)
2. Bridges AfterCare Program (PS-18-05)

### **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**

In FY 2017-2018 the Urban County will allocate federal entitlement dollars to the following housing programs which help homeless persons make the transition to permanent housing:

1. Family Supportive Housing – SJ Family Shelter (PS-18-06)
2. Family Supportive Housing - Bridges AfterCare (PS-18-05)
3. LifeMoves – Opportunity Services Center (PS-18-17)

### **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.**

In FY 2017-2018 the Urban County will allocate federal funding to the following housing programs which help low income persons avoid becoming homeless:

1. Eden Housing – Redwoods/Wheeler Manor Rehab (HO-18-01)
2. Community Solutions – La Isla Pacific (PS-18-04)
3. Silicon Valley Independent Living Center (PS-18-13)
4. Sacred Heart - Homelessness Prevention Program (PS-18-16)

### **Discussion**

Please see discussions above.

## **AP-75 Barriers to Affordable Housing – 91.220(j)**

### **Introduction**

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. Local opposition is another common obstacle as many neighbors have strong reactions to infill and affordable housing developments. Their opposition is often based on misconceptions, such as a foreseen 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 – for example, sales clerks, secretaries, firefighters, police, teachers, and health service workers – whose incomes might 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 County's overall conclusions are that in general, the County's policies, regulations, permit processes, and related factors do not pose an undue burden or constraint on housing development. However, two areas are identified and discussed to further streamline development review or increase affordable and special needs housing development. These are:

- Secondary Units: Three programs will be implemented in the 2015-2022 time period to reduce permitting requirements and regulatory constraints to the construction of secondary units.
- Farmworker Housing: Two programs will be implemented in the 2015-2022 time period to improve communication between farmers, the planning office, and farmworker housing advocates, with the goal of expanding the creation of farmworker housing.

The Urban County's primary role in housing development is providing assistance to create more affordable, below-market rate housing and special needs housing, though not through permit issuance or development, per se. Even though the County's role in approving new housing development is limited, it makes a significant contribution in a variety of ways to housing affordability and preservation, including, but not limited to:

- Funding for construction, rehabilitation, and preservation
- Providing rental subsidies
- Creating and assisting shelters and special needs housing
- Providing home financing for first-time and low income homebuyers
- Offering and funding services to address housing discrimination and dispute resolution
- Generating opportunities for new housing on surplus County-owned lands
- Facilitating advocacy and education.

### **Discussion**

Please see discussion above.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

This section discusses the Urban County'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**

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 supplements its federal funding with other resources and funds, such as:

- The Housing Trust Silicon Valley is a public/private venture dedicated to increasing affordable housing in the county. The Trust makes available funds for developers to borrow for the construction of affordable units.
- Mortgage Credit Certificates (MCC), a federal program issued by the County, allows homeowners to claim a federal income tax deduction equal to the amount of interest paid each year on a home loan. Through an MCC, a homeowner's deduction can be converted into a federal income tax credit that reduces the household's tax payments on a dollar for dollar basis, with a maximum credit equal to 15 percent of the annual interest paid on the borrower's mortgage.
- McKinney Vento Homeless Assistance Funds are distributed by the County to organizations that provide services to homeless persons and persons at-risk of homelessness.
- Rental assistance provided by HACSC will continue to be available to Urban County residents through the Moderate Rehabilitation Program, and the Section 8 Program.
- The Santa Clara County Affordable Housing Fund, which was established to assist in the development of affordable housing, especially for extremely low income and special needs people throughout the County.

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

Historically, the Urban County's primary role in housing development is providing financial assistance to create more affordable, below-market rate housing and special needs housing. This role has included making a significant contribution in a variety of ways to housing affordability and preservation, including, but not limited to the following:

- Funding for construction, rehabilitation, and preservation
- Providing rental subsidies
- Creating and assisting shelters and special needs housing
- Providing home financing for first-time and low income homebuyers
- Offering and funding services to address housing discrimination and dispute resolution
- Generating opportunities for new housing on surplus County-owned lands
- Facilitating advocacy and education

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

The Urban County addresses lead based paint (LBP) hazards by conducting screening and abatement procedures through various rehabilitation programs. The Housing Rehabilitation Program informs all applicants and tenants of rental housing about the dangers and hazards of LBP. The Urban County's Housing Rehab Program conducts visual assessment, paint testing or risk assessment on all of its projects. LBP hazard reduction activities include paint stabilization, interim controls, standard treatments, lead abatement, safe work practices and clearance to confirm that no lead based paint hazards remain when



work is complete. The program also requires that all participating contractors have completed the state training on safe work practices.

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

Historically the Urban County has provided funding to agencies such as Sacred Heart Community Services, InnVision, the Emergency Housing Consortium, Community Solutions, 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

### **Actions planned to develop institutional structure. Actions planned to enhance coordination between public and private housing and social service agencies**

The Urban County benefits from a strong jurisdiction and region-wide network of housing and community development partners, such as the CDBG Coordinators Meetings, 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.

### **Discussion**

The Urban County works in concert with local agencies such as HACSC and non-profit organizations to actively provide a wide variety of housing assistance countywide, not just within the Urban County areas. These efforts include funding for non-profit builders and local agencies such as the Housing Authority to construct affordable housing, maintain affordable rents, and loans for rehabilitation. The 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. The County funds and provides emergency shelters, transitional and supportive housing, and housing for other special needs populations countywide.

The Urban County will foster and maintain affordable housing by continuing the following programs and ordinances:

- **The Santa Clara County Affordable Housing Fund (AHF)** was created in 2002, with an initial investment by the Board of Supervisors of \$18.6 million. The AHF is used for affordable housing developments and allows the leveraging of its funding with other sources to create affordable housing in the County.
- **The Stanford Affordable Housing Fund**, maintained by the County, benefits very low and extremely low income households. The County distributes the funds competitively and has assisted developers in creating 319 affordable units within a six mile radius of Stanford University, including 137 units for very-low income and extremely low income.

- **Participating Jurisdictions Local Housing Funds.** A majority of the cities in the Urban County have housing programs that are funded from a variety of sources including housing impact fees, boomerang funds, and general funds.
- **Housing Task Force (HTF) Funds** for permanent supportive housing. In 2015, the Board of Supervisors created a Housing Task Force to focus on affordable housing and homelessness issues and approved the first rounds of recommendations which resulted in setting aside \$12.2 million towards interim housing and capital investment for new development.

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

### Introduction

The following provides additional information about the CDBG program income and program requirements.

### 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	\$503,241
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>\$503,241</b>

### Other CDBG Requirements

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

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

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

The Urban County does not use HOME funds in any other manner than those described in Section 92.205.

**2. 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:**

In the event the Property should no longer be the principal residence of the Borrower for the Affordability Period, then County shall recapture all or a portion of the HOME funds, as set forth in the Loan Documents/Agreement, from the proceeds of the sale which shall consist of the sales price less non-HOME loan repayments and eligible closing costs plus interest due. An exception to this rule would be that after the Property is sold, and in the event of a foreclosure, short sale, or transfer in lieu of foreclosure, there are insufficient proceeds from the sale, then the County shall accept a partial or zero repayment of the HOME Funds. This Recapture provision is described in the Note. These provisions are consistent with 24 CFR 92.254. The County intends to exercise the Recapture Provision of the HOME regulations for First-Time Homebuyer Downpayment Assistance loans made with HOME funds. The County will recapture the entire amount of the HOME investment from the borrower provided there are net proceeds sufficient to repay the County HOME loan. The value of the property assisted with HOME funds may not exceed 95% of the area median utilizing data from the HUD 203b limits.

**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:**

In certain circumstances, the County may permit the assisted homebuyer to sell the assisted unit at a restricted resale price to another income eligible borrower, who is willing and able to assume the County loan and affordability restrictions. In these instances, the County will not require the full repayment of the initial HOME subsidy. The HOME subsidy would be transferred to the new buyer in the form of a deferred repayment downpayment assistance loan. All other HOME assisted buyers will sell their homes at fair market value and the County will exercise the recapture option as outlined and in accordance with CFR Section 92.254(5)(ii)(a). In the event the property should no longer be the principal residence of Borrower during the Affordability Period, the County shall recapture all or a portion of the HOME funds, as set forth in the Loan Documents, from the proceeds of the sale, consisting of the sales price less the non-HOME loan repayments, and eligible costs plus interest due. An exception to this rule is after the Property is sold, and in the event of a foreclosure, short sale, or transfer in lieu of foreclosure, there are insufficient proceeds from the sale, the County shall accept a partial or zero repayment of the HOME funds. The Recapture provision is outlined in the Promissory Note and are consistent with 24 CFR 92.254. The County intends to exercise the Recapture Provision of the HOME regulations for first-time homebuyer loans made with HOME funds. The County will recapture the entire amount of the HOME investment from the borrower provided there are net proceeds sufficient to repay the County HOME loan. The value of the property assisted with HOME funds may not exceed 95% of the area median utilizing data from the HUD 203b limits.

**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:**

HOME funds will not be used to refinance existing debt.

**Discussion**

Application for HOME funds are available on the County's website at the time the annual CDBG and HOME Notice of Funding Availability is released in October or November. Application are also sent out to current and past HOME grant recipients and other interested parties on the CDBG/HOME mailing list. The deadline for applications is usually 30-45 days after the NOFA is released, however in order to provide wider access to HOME funds the deadline for application in the future will most likely be extended for a longer time period. The criteria to apply for HOME funds is as follows:

HOME funds may be used to finance permanent residential structures if, 1) the new construction meets a HUD national objective, and 2) funds are used by a local development corporation or a neighborhood-based non-profit organization pursuant to HUD regulations (24 CFR570.204). Eligible activities include:

- Acquisition for new construction of rental units for, extremely low-income households is the highest priority.
- Homeownership opportunities for the same target population.
- Acquisition with rehabilitation and/or conversion involving acquisition of land, mobile home spaces, or existing buildings, appropriate for conversion to rental housing or which directly increase the supply of new affordable units. Acquisition and new construction projects must have support in writing from the local jurisdiction.
- Rehabilitation for health and safety of low-income owner-occupied, residential units, or retrofitting of low-income residential units for universal access and/or environmental sustainability. Single-family, or multi-family.

Additional HUD Regulations for those seeking a grant or loan from HOME funds are:

- All necessary Financing is secure.
- A budget and production schedule is established
- Underwriting and subsidy layering is completed
- Construction is expected to start within 12-months

**HOME funds priority will be given to projects which demonstrate:**

- Units reserved for extremely low-income units (ELI) dedicated to the chronically homeless. Projects for the chronically homeless should target units at 15% of the Area Median Income (AMI) and the applicant is encouraged to partner with an agency that has access to subsidies and services.
- Benefit lower-income seniors, families, the disabled, youth, the homeless, and farm workers in securing safe and affordable housing.
- Affordability Restrictions 55 years. Acquired units must remain affordable for extremely-low and very-low income persons for at least a 55-year period.
- Assist lower-income seniors, families, the disabled, youth, the homeless, and farm workers in securing safe and affordable housing.
- Projects which can obtain a "Certificate of Occupancy" within 2-years of county funding.
- Projects which include Lead based Paint remediation/mitigation.

**CDBG**

Overall Benefit – A consecutive period of one, two, or three years may be used to determine that a minimum overall benefit of 70 percent of CDBG funds is used to benefit persons of low and moderate income. Specify the years that include this Annual Action Plan: **FY2017/2018**.