



City of Sunnyvale FY 2010-11 Action Plan



This Annual Action Plan is based on a template provided by HUD, and includes the SF 424 and Narrative Responses to Action Plan questions that CDBG and HOME grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. It is due on or before May 15 of each year. HUD does not accept plans between August 15 and November 15.

Narrative Responses

A. Executive Summary

91.220(b) ¹

Program Year 1 (FY 2010-11):

This Action Plan covers the fiscal year beginning July 1, 2010 and ending June 30, 2011, the first year of the City's 2010-2015 Consolidated Plan (Con Plan) period. The Action Plan describes the eligible activities that the City intends to undertake in FY 2010-11 to address the priority needs and implement the strategies identified in the Plan, using the City's Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) grants. The activities described in this plan are intended to primarily benefit the lower-income residents of Sunnyvale, affirmatively further fair housing choice, and meet priority needs.

Summary of 2010 CDBG Objectives and Outcomes

CDBG funds must be used to develop viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for lower income persons (those earning at or below 80% of "area median income" which is determined annually by HUD). CDBG funds may also be used to aid in the prevention or elimination of slums or blight, or in rare cases, to address major threats to the health and welfare of the community, such as a major natural disaster, if other funds are not available to the community. The City's CDBG funds available in 2010-11 will be allocated to achieve the nationally reportable outcomes shown on Table I, below.

All of the activities listed on Table I will principally benefit lower-income persons, either through provision of limited clientele or presumed benefit activities (public services, curb cuts, and housing programs), or targeting assistance (i.e., façade improvements) to lower-income neighborhoods, which are identified using HUD methods to document "area benefit". A portion of the allocation for the façade improvement program will be used in a designated blighted area to eliminate or prevent blighting conditions.

Evaluation of Past Performance

The City has historically allocated nearly 100% of its CDBG funds to activities that benefit lower-income persons. During most of the last Consolidated Plan period (2005-2010), the primary focus was on affordable housing activities, including housing acquisition, preservation and/or rehabilitation as well as development of new housing (with HOME funds) to increase or improve the affordable housing stock. In FY2008-09, the City rehabilitated and/or removed architectural barriers from 35 homes and completed 42 curb cuts to improve accessibility.

¹ All statutory references are to Title 24 Code of Federal Regulations (CFR), Subtitle A, §91

Table I: Addressing National Objectives and Desired Outcomes in 2010

CDBG National Objective(s)	Activity (Eligibility Code*)	Funding Type	Proposed Funding	Desired Outcome(s)
Create a Suitable Living Environment	ADA Curb Retrofits (PB)	CDBG	\$280,542	Accessibility
	Public Services (LC)	CDBG	\$242,748	Accessibility Affordability
	Façade Program (EB, AB)	CDBG	\$127,000	Sustainability
Provide Decent Affordable Housing	First Time Home Buyer Program (LC)	HOME	\$200,000	Affordability
	Tenant Based Rental Assistance (LC)	HOME	\$350,000	Affordability
	Fair Housing Program (LC)	CDBG	\$20,000	Accessibility
	Housing Improvement Program (LC)	CDBG	\$80,000	Accessibility Sustainability
	Rental Housing Rehabilitation (LC)	HOME	\$132,994	Affordability Sustainability
Create Economic Opportunities	Youth Jobs Program (LC)	CDBG	\$250,000	Availability
	Micro-enterprise Assistance (LC)	CDBG	\$135,372	Accessibility
TOTAL*			\$1,818,656	

Note: Total above does not include funds for program administration.

* **Eligibility Codes:** Low Income Benefit: AB (Area Benefit); PB (Presumed Benefit) or LC (Limited Clientele); Other Benefit: EB (Eliminate Blight)

The City has consistently used its federal resources to address the needs of its most vulnerable residents, including those who are chronically homeless, seniors, disabled people, and those in poverty and/or at risk of homelessness, by spending the maximum of 15% of its CDBG funds on human services for those in need. In FY2008-09, over 1,500 special needs and/or lower-income households were assisted by City-assisted human services programs. In summary, the City has a history of successful implementation of a variety of CDBG and HOME activities. In Fall 2010, the City will release a draft 2009-10 Consolidated Annual Performance Evaluation Report (CAPER) describing its accomplishments in Program Year 2009-10, which will be somewhat more extensive than those of FY 2008-09, due to the City's one-time receipt of several stimulus grants provided by the American Reinvestment Recovery Act.

Table II: Summary of FY 2008-2009 Community Development Accomplishments

Priority Need Category	CDBG Funds		Units	
	Budget	Expended	Proposed	Accomplished
PUBLIC FACILITIES (Projects)				
ADA Curb Retrofit Program	\$100,000	\$99,108	25	42
Columbia Neighborhood Expansion (Multi-year project)	\$1,103,480	\$55,959	1	(1 in progress)
PUBLIC SERVICES (Households)	\$232,289	\$231,582	1,502	1,589
FAIR HOUSING SERVICES (Households)	\$20,000	\$20,000	30	25
HOUSING REHABILITATION (Units)	\$738,878	\$442,000	48	11
REMOVAL OF ARCHITECTURAL BARRIERS & OTHER MINOR REHAB (Home Access, Paint Grants/Loans, and Emergency Loans) (Units)	\$100,000	\$64,489	30	24

B. Citizen Participation**91.220(b)****Program Year 1 (2010-11)**

As required by HUD, the City provides multiple opportunities for public review and comment on the Action Plan and on any substantial amendments to it. Citizens were engaged through community meetings, surveys, and public hearings held on September 23, 2009 and March 24, 2010. A notice of the Plan's preparation was published in the Sunnyvale Sun on March 24, 2010. An initial draft of the Action Plan was released on March 31, 2010, and comments were accepted through April 30, 2010.

It is the policy of the City of Sunnyvale to encourage and engage residents to participate in planning, implementation, and evaluation of its housing and community development programs. To encourage citizen participation in the development of the 2010-2015 Consolidated Plan, the City, conducted outreach in various forms, including e-newsletters, postings on the City website, presentations at neighborhood associations and Neighborhood Enhancement Action Team (NEAT) meetings, and the following public meetings and hearings:

- A Goals/Visioning workshop on September 23, 2009
- A public meeting on the draft Consolidated Plan before the Housing and Human Services Commission on March 24, 2010;
- A public hearing before the Housing and Human Services Commission on April 28, 2010; and
- A public hearing before the City Council on May 11, 2010.

Additional description of the Citizen Participation process implemented for development of the

FY 2010-11 Action Plan and the 2010-2015 Consolidated Plan, as well as the City's entire "Citizen Participation Plan", adopted concurrently with the 2005-2010 Consolidated Plan, are provided in the 2010-2015 Consolidated Plan.

Summary of Efforts Made to Broaden Public Participation

The City actively encourages low- and moderate-income residents, minorities, those with disabilities, and non-English-speaking residents to attend community meetings and/or provide written comments on its plans. The City provides a statement in the languages identified in its Language Access Plan on all public notices regarding HUD-funded activities, and sends public notices to organizations representing the groups listed above. In accordance with the Citizen Participation Plan, the City will provide translation services to any resident who requests the need for those services at such hearings and meetings.

Public Notice and Availability of the Action Plan

A summary of the Plan was published on March 24, 2010 in the *Sunnyvale Sun* for the 30-day review period. The public was able to submit comments on the Plan through April 30, 2010. The proposed Plan was available for review at the library, City Hall, and on the City's website.

C. Available Resources

91.220(c)(1 - 2)

The City pursues, and also encourages its partner agencies to pursue, all available public and private funding sources in order to achieve the goals of the Consolidated Plan. Most projects and activities secure funding from a variety of sources, including public and private sector donations, grants, loans, and in-kind materials and services.

Federal Resources

The federal resources anticipated to be available to the City in FY2010-11 are shown in **Table III**. These include a 2010 CDBG entitlement grant to the City of \$1,338,319, and a HOME Investment Partnerships Act Program (HOME) grant of \$758,883. The City also anticipates receiving approximately \$50,000 in CDBG program income during PY 2010, generated by payments on prior loans to homeowners for housing improvements, and approximately \$25,000 in unexpended prior year CDBG grants is estimated to be available for re-programming in FY 2010. This Action Plan proposes to fund a number of activities in 2010, utilizing all of the CDBG funds available this year, estimated at \$1,413,319 total.

Local (City) Resources

The City has a local Housing Mitigation Fund for the development, rehabilitation and/or acquisition of affordable housing. Most of the housing mitigation funds are currently obligated for several major housing projects (Onizuka, Fair Oaks) which have not yet been completed.

Other Public Resources

The following is a list of potential financial resources that may be available to the City and/or housing providers in the area to address priority needs and specific objectives identified in the five-year plan. The amount and availability of funding from these funding programs varies.

Low-Income Housing Tax Credit Program (LIHTC)

The LIHTC program provides federal and state tax credits for developers and investors who agree to set aside all or a percentage of their rental units for low-income households for no less than 30 years. Tax credits may also be used on rehabilitation or preservation projects.

Developers and investors apply for an allocation of federal and State tax credits from the California Tax Credit Allocation Committee (CTCAC). The award of tax credits in California is usually extremely competitive. To be successful, applicants often have to provide 100% affordable projects serving mostly extremely low- to very low-income households. The City recently obtained tax credits for the Fair Oaks senior housing project.

McKinney-Vento Funding

Santa Clara County serves as lead agency in the County's Continuum of Care (CoC), which receives McKinney-Vento (now Hearth Act) funds to assist homeless people residing anywhere in the County. The City has contributed some of its local funds to various county-wide projects that often receive McKinney-Vento funding as well, such as shelter facilities, transitional housing, and supportive services.

Private Resources

Most of the City's housing and human services programs leverage various sources of private financing. The City encourages the participation of local lenders in its housing and/or community development projects as needed. Tax credit projects such as the Fair Oaks Housing project require tens of millions in private equity and financing for construction and related costs. Currently, it is more difficult to obtain private financing, grants, and charitable contributions due to the economic downturn. The City is a founding member of the Housing Trust of Santa Clara County, which raises voluntary contributions from the public and private sectors for affordable housing projects within the County. The City has contributed some of its local (non-federal) housing funds to the Trust, which then uses those seed funds to seek matching contributions from corporations and various other sources.

Table III: Federal Resources and Proposed Activities in 2010

RESOURCES	CDBG	HOME
2010 Entitlement Grant	\$1,338,319	\$758,883
2010 Program Income	\$50,000	0
Disencumbered/ Reserve Fund Balance	\$25,000	0
TOTAL RESOURCES	\$1,413,319	\$758,883
PROPOSED USES		
Housing Programs		Subtotal: \$782,994
Housing Improvement (Access, Paint, and Energy Efficiency)	\$80,000	0
First Time Homebuyer Program		\$200,000
Tenant Based Rental Assistance (TBRA)		\$350,000
Rental Housing Rehabilitation		\$132,994
Community Development		Subtotal: \$407,542
ADA Retrofits (Curb Cuts)	\$283,690	0
Façade Program	\$127,000	0
Economic Development		Subtotal: \$365,372
Micro-Enterprise Assistance	\$135,372	0
Jobs for Youth	\$250,000	0
Public Services		
Human Services	\$239,600	0
Administration		Subtotal: \$297,657
Fair Housing Services	\$20,000	0
Administration, Planning, and Monitoring	\$277,657	\$75,889
TOTAL	\$1,413,319	\$758,883

D. Annual Objectives

91.220(c)(3)

(See also HUD Table 3A)

Goals and objectives to be carried out during the action plan period are indicated as marked below:

Objective Categories:

<input checked="" type="checkbox"/> Decent Housing Which includes:	<input checked="" type="checkbox"/> Create a Suitable Living Environment Which includes:	<input checked="" type="checkbox"/> Expanded Economic Opportunities Which includes:
<input checked="" type="checkbox"/> Assisting homeless persons obtain affordable housing	<input checked="" type="checkbox"/> Improving the safety and livability of neighborhoods	<input checked="" type="checkbox"/> Job creation and retention
<input checked="" type="checkbox"/> Assisting persons at risk of becoming homeless	<input checked="" type="checkbox"/> Eliminating blighting influences and the deterioration of property and facilities	<input checked="" type="checkbox"/> Establishment, stabilization and expansion of small business (including micro-businesses)
<input checked="" type="checkbox"/> Retaining the affordable housing stock	<input checked="" type="checkbox"/> Increasing the access to quality public and private facilities	<input type="checkbox"/> The provision of public services concerned with employment
<input checked="" type="checkbox"/> Increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability	<input type="checkbox"/> Reducing the isolation of income groups within areas through spatial de-concentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods	<input type="checkbox"/> The provision of jobs to low-income persons living in areas affected by those programs and activities under programs covered by the plan
<input type="checkbox"/> Increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence	<input type="checkbox"/> Restoring and preserving properties of special historic, architectural, or aesthetic value	<input checked="" type="checkbox"/> Availability of mortgage financing for low income persons at reasonable rates using non-discriminatory lending practices
<input type="checkbox"/> Providing affordable housing that is accessible to job opportunities	<input checked="" type="checkbox"/> Conserving energy resources and use of renewable energy sources	<input type="checkbox"/> Access to capital and credit for development activities that promote the long-term economic social viability of the community

See Table I for a summary of specific objectives that will be addressed during the program year.

E. Description of Activities

91.220(d - e)

The following activities are planned for implementation during FY2010-11 to meet the objectives specified below:

AFFORDABLE HOUSING AND ALLEVIATION OF HOMELESSNESS

Housing programs are intended to prevent and/or end homelessness, improve the quality, affordability, and/or accessibility of housing, and preserve, maintain, and extend the useful life of existing affordable housing. In addition, objectives related to energy efficiency also improve the affordability by lowering utility costs, and extend the useful life of existing housing. Those housing activities listed below that aim to alleviate homelessness and/or prioritize homeless applicants are indicated below with an “H”.

Priority Housing Needs

Housing assistance is proposed to be prioritized for those who cannot currently afford market rate housing, as follows: 1) Rental assistance for lower (including very low and extremely low) income households, and 2) Homebuyer assistance for lower- and moderate-income households.

Highly detailed prioritization and income targeting is not proposed for most programs, as identifying a very narrow range of priority household types and/or income levels often makes it difficult to achieve program objectives and meet expenditure deadlines for HOME and CDBG within the planned time frames, and/or increases the risk of fair housing complaints by those not equally represented within narrowly defined priority groups.

Affordable Housing and Homeless/Special Needs Households Objectives:

As described in the ConPlan, the Housing First model, developed over in the past decade and now adopted by the County Continuum of Care, prioritizes moving chronically homeless people off the streets or out of shelters and into housing as soon as possible, in order to avoid much more costly public interventions, as explained in more detail in the ConPlan. Priority is also given to preventing families with children, unaccompanied youth, and other vulnerable people from becoming homeless in the first place, and getting them into housing as soon as possible if they do become homeless. The Tenant-Based Rental Assistance program and group home rehabilitation project (Objectives 1 and 2) are intended to alleviate homelessness and assist very low income or at-risk renters to maintain stable housing. In addition, Objective 8 below includes funding for a number of supportive services and shelter operations to address homeless objectives. Objectives 1, 2, 4(a-b), and 8 address special needs objectives.

1. Tenant Based Rental Assistance (TBRA) and Security Deposit Program (H)

Develop a pilot TBRA/Security Deposit program, as set forth in the HOME Program guidelines, to assist residents currently experiencing or at imminent risk of homelessness, and other very low income households, to obtain and maintain rental housing. Include security deposit assistance as needed to assist program participants or other at-risk or currently homeless people to move into permanent housing.

Goal: Assist at least 10 households in FY2010-11.

2. Rental Housing Rehabilitation

Provide financial assistance for rehabilitation of affordable rental housing projects, pursuant to the City's Request for Proposals (RFP) for Capital Project Funding in FY 2010-11. The City received two proposals in response to the FY 2010-11 RFP, both of which requested funding for rental housing rehabilitation projects:

Homestead Park: Capital improvements to an affordable family rental housing project, to upgrade interior/exterior components at three buildings that are in need of renovations (19 units).

Momentum for Mental Health Group Home: Capital improvements to a small residential group home that provides supported housing for several individuals with mental illness (1 unit) (H).

Goal: Assist with rehabilitation of two projects with a total of 20 housing units.

3. First Time Home Buyer Assistance

Provide first-time homebuyer loans to help lower-income households buy their first homes. This program provides "silent second" down payment loans up to \$50,000, for purchase of either below-market rate (BMR) or market-rate homes. For participants buying BMR homes, the "resale" method, as defined in the HOME regulations, will be used to meet HOME program requirements. For purchase of market-rate homes, the "recapture" option (shared equity) will be utilized to meet HOME program requirements. It is anticipated that most lower-income buyers (earning up to 80% of area median income) will purchase BMR homes, but a few may be able to purchase a market-rate home.

Goal: Assist four lower-income homebuyers during the Program Year.

4. Housing Improvement Program (HIP)

The Housing Improvement Program includes the following types of assistance:

- a) Home Access (ADA Retrofit) Grants
- b) Paint Grants/Loans & Emergency Repair Grants
- c) Energy Efficiency Retrofit Matching Grants

Many of the clients of the HIP program, and all of the Home Access clients, are lower-income disabled and/or elderly households. The Home Access program provides ADA retrofits often needed by disabled people and/or seniors, such as the installation and maintenance of wheelchair lifts and ramps, grab bars, and accessible plumbing and other fixtures. Paint grants and loans include funding and assistance for lead hazard assessment and reduction services, as well as for repainting homes.

Energy efficiency retrofits are a new activity proposed for 2010 in conjunction with the national effort to improve residential energy efficiency, including some new regional efforts such as California First and Bay Area Retrofit, in order to reduce greenhouse gas emissions, energy consumption, and utility costs. These matching grants will help homeowners to complete Tier II and III energy-efficiency retrofits (and install renewable energy devices if desired). Tier III energy retrofits can reduce household energy use by up to 70%, compared to Tier II retrofits or standard rehabilitation work, which reduce energy use by an average of about 10%. Completing Tier III retrofits prior to installing renewable energy devices, such as solar panels or small wind turbines, can greatly reduce the size of renewable energy system needed.

The retrofit matching grants are designed to motivate eligible homeowners to undertake Tier III energy retrofits and to serve as a model for their neighbors and the rest of the community, to encourage widespread participation in regional energy efficiency retrofit efforts. The City is participating in the California First and Bay Area Retrofit regional programs, which will make favorable financing options and technical assistance available to all property owners (of any income level) in the County, including rental and owner-occupied properties, beginning in Fall 2010. Staff will leverage technical assistance through these regional programs as much as possible when implementing the energy retrofit projects, and homeowners may use the California First financing option as matching funds if they wish, or use other available funds.

The City also provides loans for major rehabilitation of single family and/or manufactured/mobile homes, using funds from its CDBG Revolving Loan Fund (RLF), however these RLF-funded activities are not included in Action Plan tables, in accordance with HUD guidance.

Goal: Assist at least 20 households with housing improvement grants.

5. Fair Housing Services

Provide public outreach and education about fair housing laws and complaint procedures to local residents, landlords, and other housing industry professionals through local community outreach efforts, and through City agreements with fair housing and/or legal services providers who provide legal assistance to residents with fair housing complaints.

Goal: Provide fair housing assistance to up to 30 households (as needed).

COMMUNITY DEVELOPMENT OBJECTIVES

6. Removal of Architectural Barriers (ADA Curb Retrofits)

Some areas of the city have sidewalks which were built prior to enactment of the federal Americans with Disabilities Act (ADA) in 1990. Therefore, many city sidewalks are not yet ADA-compliant. This is a priority non-housing community development need in the City.

Goal: Improve accessibility of city sidewalks and crosswalks (80 curb cuts)

7. Develop Façade Improvement Program

A. Improve the appearance of the Murphy Avenue business district, which is in an area identified as blighted under the City's Redevelopment Plan, by providing assistance to improve the facades and signage of businesses located in the historic downtown area.

B. Providing façade improvement assistance to aging structures that house neighborhood-serving retail businesses in CDBG-eligible neighborhoods.

Goal: Assist at least 2 downtown businesses and 1 business in CDBG-eligible neighborhoods.

8. Priority Human Services (Seniors, Youth, Homeless & Other Special Needs)

The City allocated its available CDBG public services funds for human services in FY2009-10. Public services in general are a high priority for the City, and generally the amount of funding available is not adequate to assist all those in need of such services. The City has a well-established policy for providing supplemental funding to various agencies for human services that help vulnerable residents meet their basic daily needs. The funding for FY2010-11 was allocated in 2009 pursuant to the City's adopted two-year funding cycle. The funding allocations for FY2010-11 are shown in Table IV of this Action Plan under Public Services.

Provide supplemental grants for priority human services, according to the two-year grant commitments made in 2009. These programs assist special needs populations such as: seniors, disabled people, homeless people, children, youth, victims of domestic violence, and other mostly very low-income clients. The objectives and outcomes of these services are described in Table V. The programs provide assistance with basic needs (such as food, shelter, transportation, health & mental health care, employment assistance/training, etc).

The priority needs (identified in 2009) these programs aim to address include:

- Supportive Services for Seniors, Disabled People, Homeless People, and At-Risk Youth
- Food for Seniors and Households at risk of Homelessness
- Employment Training
- Transportation Services
- Health Services
- Housing and Supportive Services for Immigrants

Goal: Assist at least 1,900 individuals and/or households with human services

ECONOMIC DEVELOPMENT OBJECTIVES

Priority Needs

The unemployment rate within the County was 12.1% in February 2010, according to the federal Bureau of Labor Statistics. A need for small business assistance and vocational programs were identified as priority needs during the Consolidated Plan outreach meetings.

9. Youth Summer/Seasonal Jobs Training Program

Provide support to a local community-based development organization (CBDO), such as one affiliated with NOVA, for a jobs program for lower-income Sunnyvale youth.

Goal: Provide at least 100 local youth with a seasonal job and associated support and training services.

10. Micro-enterprise Assistance Program

Provide micro-enterprise assistance to help those unemployed for more than six months to start new businesses. The NOVA Workforce Services Department in collaboration with agencies such as the SBA and SCORE, will develop and implement a program to train and support Sunnyvale residents to become new entrepreneurs with a long-term goal of new job creation to assist clients of Pro-Match, their current program for unemployed workers. Assistance will include training, tuition and fees for education, and micro loans for entrepreneurs.

Goal: Assist at least 10 new entrepreneurs.

ENVIRONMENTAL SUSTAINABILITY OBJECTIVES

The City, like many Bay Area jurisdictions, has been implementing and developing policies and initiatives to protect the environment and improve sustainability since the early 1970's. In January 2010, the City adopted a Green Building ordinance, using the "GreenPoint" rating system developed by "Build It Green" for residential construction, and has developed green building requirements and incentives for new residential, office, retail and industrial projects developed within the City. Housing Objective 4, above, includes energy efficiency retrofit grants, a new program intended to address sustainability objectives. The rental rehabilitation projects listed in Objective 2 will also greatly improve energy efficiency in the rehabilitated units.

F. Other Required Topics

91.220 (d-j)

Geographic Distribution/Allocation Priorities 91.220(d) and (f)

This topic is discussed in more detail in the Consolidated Plan. Most of the CDBG and/or HOME-funded programs and services are provided on a city-wide basis to income-eligible and/or special needs households. Certain community development activities, such as façade improvements of neighborhood serving retail businesses, may only be provided within certain CDBG-eligible census block groups, in accordance with HUD's method for determining "area benefit." The map provided on page 19 of this Action Plan shows these eligible block groups for FY2010-11.

Human services are supported in a number of facilities and locations throughout the City, and in some cases just outside the City, in proportion to the number of Sunnyvale residents documented as being served by the program. Public facilities, infrastructure, and non-housing activities are supported only within the City limits. Affordable housing assistance is generally provided anywhere in the City, as opportunities arise, in order to avoid concentration of poverty, and to ensure fair access to affordable rental housing, rehabilitation assistance, and homeownership opportunities in all neighborhoods.

Obstacles to Meeting Underserved Needs

As explained in the needs assessment of the ConPlan, the number of households in need, particularly of very low-income households struggling to afford decent housing in the region as a whole, including Sunnyvale, is far greater than the number of households than can be assisted with the resources currently available to any single local jurisdiction. The high costs of land, materials, and labor, and/or the deep subsidies required to assist the lowest income groups, create obstacles to meeting all of the underserved need. The City aims to use its available resources to meet as many needs as it can by striving for cost-effective methods of providing assistance.

Annual Affordable Housing Goals

See Housing Objectives listed in Section E, above and also HUD Table 3B, Annual Housing Completion Objectives.

Needs of Public Housing

This section is not applicable as there is currently no official public housing in Sunnyvale. The City collaborates with the Housing Authority of the County of Santa Clara (HACSC) on efforts to provide vouchers, mortgage credit certificates, supportive services and other assistance to Sunnyvale residents. The City also supports the HACSC in its applications for funding to increase Section 8 vouchers and provide additional funding for affordable housing or services in the County. The City will also collaborate with the HACSC to develop the proposed TBRA program.

Needs of Homeless People and/or those with Special Housing Needs

Please see also discussion in Section E, above.

Continue to participate in the county-wide efforts, such as the 10-Year Plan and Destination Home, to end homelessness throughout the County, including continuing to provide operating assistance for homeless services and emergency rental assistance through the City's human services grants program and/or other mechanisms.

Barriers to Affordable Housing

This topic is addressed more in detail within the Consolidated Plan. As noted in Chapter 4 of the ConPlan, in 2008-09, the City completed a detailed "Constraints Analysis" pursuant to California Housing Element law (Government Code 65580), and the State determined, with its compliance certification of the City's housing element, that the City does not currently implement policies that create barriers to affordable housing, and the City is currently implementing several minor code amendments to maintain this State certification. Additional detail is available in the City's Housing Sub-Element, which is provided in its entirety on the City's website and in the Library. Non-governmental barriers (market factors), such as high land costs, construction costs, home prices, rents and financing difficulties, are addressed, within the City's limited ability to address them, through the housing activities listed above.

G. Other Actions**91.220(k)****Institutional Structure**

The Institutional structure for carrying out the City's housing and community development activities consists of the City's cooperative relationships within its departments and other government agencies, non-profit organizations, and other institutions involved in the activities described herein. For additional detail, please refer to section 5.6 of the Consolidated Plan.

Lead-based Paint Hazard Reduction

The City provides financial assistance to income-eligible homeowners to abate lead-based paint hazards through its Home Improvement Program. Paint grants and loans, as well as rehabilitation loans, are provided, as well as free lead-based paint testing and education services.

Anti-poverty Strategy

The City partners with the North Valley Workforce and Investment Board ("NOVA") to assist lower-income and many unemployed residents to obtain living wage employment. NOVA provides employment and training services to low-income and dislocated professionals within Sunnyvale and the surrounding region under the federal Workforce Investment Act (WIA) with a goal of placing these individuals in jobs with employers. In addition, many of the human services supported by the City help impoverished families meet their basic needs in the short term, or help them achieve living-wage employment. The current economic downturn has increased the level of need and demand for assistance with employment services as well as basic needs. The City will continue its ongoing efforts to strengthen the local economy, and increase economic opportunities for all of its residents.

Coordination

The City and other community development organizations in the County coordinate frequently on a variety of initiatives. The City Housing Division staff participates in a collaborative of HUD entitlement grantees within the County. Quarterly meetings are held to discuss activities, technical assistance issues, and identify future opportunities for coordination and cooperation.

The City also participates in the Santa Clara County Collaborative on Housing and Homelessness, comprised of governmental agencies, homeless service and shelter providers, homeless persons, housing advocates, and affordable housing developers. The Collaborative prepares the Countywide Homelessness Continuum of Care Plan, which seeks to create a comprehensive and coordinated system of affordable housing and supportive services for the

prevention, reduction, and eventual end of homelessness. The Plan provides a common guide for the County, Cities, service providers, the faith community, the business sector, philanthropy, and the broader community to follow in addressing local housing and the goals and services needs for homeless people.

The City coordinates with other regional agencies, such as the Housing Trust of Santa Clara County, Joint Venture Silicon Valley, NOVA, the County-wide Fair Housing Task Force, and the Valley Transportation Authority, among others, to achieve the goals described within this Action Plan.

Transportation

The City encourages development of housing near public transit, especially for those dependent on transit. The City also encourages the Valley Transportation Agency (VTA) and Caltrain to maintain safe and efficient transit service between affordable housing and employment centers.

Equal Opportunity Efforts

The City makes efforts to ensure that minority and women business enterprises (MBE/WBE) have the maximum opportunity to compete for City contracts funded wholly or in part with federal funds. The City generates and maintains a list of local businesses identified as MBE/WBE as a source to perform outreach. Furthermore, the City regularly updates its bidders list, which provides opportunities to minority and women-owned businesses to contract with the City.

Monitoring Plan

The City has established a monitoring process that includes annual on-site monitoring and review of its subrecipients' administration, fiscal management, and program management for those receiving federal funds through the City. The city audits each agency annually and requires submittal of quarterly performance reports and reimbursement requests prior to disbursing any grant funds committed to the subrecipients. Further detail regarding the monitoring procedures and policies implemented by the City is available in the Consolidated Plan.

H. CDBG Funding Details

91.220(I)(1)

Program Income

The City anticipates receiving \$150,000 in program income from housing loan repayments in FY2010-11. Of this amount, \$50,000 will be allocated to new activities, as shown on Table III, and the remaining amount, plus any excess will be deposited into the City's established Housing Rehabilitation RLF.

Miscellaneous

The City has no proceeds from Section 108 loan guarantees, urban renewal surplus funds, float-funded income or other types of CDBG income that will be used during the year to address the priority needs and specific objectives identified in its strategic plan.

Of the total estimated CDBG funds available in FY 2010 (\$1,437,491), at least 93% of the funds are allocated by this Action Plan to activities that will benefit lower-income persons. (All but \$90k of CDBG funds are proposed to be used to meet the low-income national objective).

I. HOME Details

91.220(I)(1)

First Time Homebuyer Program

The City's First Time Homebuyer Program has guidelines for both resale and recapture. The provisions of the City's Promissory Note and Loan Agreement comply with the resale provisions and recapture requirements set forth in 24 CFR 92.254(a)(4)(5). For participants buying BMR homes, the resale (to another lower income buyer) option will be used to meet HOME program requirements and for the purchase of market-rate homes, the recapture option (shared equity) will be utilized to meet HOME program requirements.

Tenant Based Rental Assistance (TBRA)

Current market conditions that led to the proposed use of HOME funds for Tenant Based Rental Assistance (TBRA) include increasing rental vacancy rates, decreasing rents, and a high number of unemployed residents at risk of losing their housing due to temporarily decreased incomes. HOME technical assistance providers, in a 2009 HUD training session in San Francisco, also suggested that current market conditions are favorable to TBRA programs. The proposed TBRA program will target homeless or at-risk households who currently cannot afford rental housing, but can be reasonably expected to regain a stable income within the maximum two-year period for TBRA assistance.

Affirmative Marketing

The City monitors all HOME-assisted projects for compliance with its affirmative marketing requirements for assisted units in housing projects with 5 or more units. In addition, the City will continue to require as a condition of providing assistance, compliance with its *Affirmative Marketing Policies and Procedures for Affordable Housing*, which describes outreach and marketing efforts to reach a variety of applicants. The City also requires housing providers to market units to households with limited English proficiency, to reach "linguistically isolated" households with appropriate language access tools.

J. Housing Opportunities for People with AIDS/HIV (HOPWA)

The City of San Jose administers the HOPWA funds on behalf of the entire County, including Sunnyvale. San Jose works directly with the Health Trust and other relevant agencies to identify effective service strategies and determine appropriate ways to meet the housing and support service needs of people living with HIV/AIDS.

K. Additional Tables and Figures

Table IV:	FY2010-11 Public Services Funding
Table V:	FY2010-11 Human Services Objectives and Outcomes
HUD Table 3A:	Summary of Specific Annual Objectives
HUD Table 3B	Annual Affordable Housing Completion Goals
Figure A:	Map of Income-Eligible Block Groups

Table IV: CDBG FY 2010-11 Human Services Grants

Agency: Program	Grant Amount
Sunnyvale Community Services: Emergency Assistance	\$77,019
EHC LifeBuilders: Homeless Shelter Services	\$24,461
First United Methodist Church: Sunnyvale Senior Nutrition Program	\$20,432
Family & Children Services: Youth Counseling	\$20,057
Support Network: Safe Shelter Program	\$18,842
Catholic Charities: Long-Term Care Ombudsman	\$18,775
Outreach & Escort: Senior Transportation Services	\$17,702
Bill Wilson Center: Youth Shelter & Counseling Services	\$15,864
Santa Clara Family Health Foundation: Healthy Kids Program	\$14,194
Live Oak Adult Day Services: Adult Day Care	\$12,639
Friends for Youth: Youth Mentoring Program	\$10,913
West Valley Community Services: Rotating Shelter Program	\$10,774
MayView Community Health Center	\$10,644
The Health Trust: Meals on Wheels	\$8,520
Catholic Charities: Housing Search & Stabilization	\$5,134
Senior Housing Solutions: Senior Group Residence Services	\$9,025
Senior Adults Legal Assistance	\$6,836
Catholic Charities: Day Break III	\$5,853
Abilities United: Maximizing Independence & Employment Training	\$5,258
Second Harvest Food Bank: Brown Bag Program	\$5,134
Total *	\$318,077

* Total human services funding includes \$239,600 in CDBG funds and \$78,477 in General Funds

Table V: CDBG-Funded Human Services: FY 2010-11 Objectives and Outcomes

Program Name: Agency Name	CDBG Grant Amount	Sunnyvale Residents Served*	Objective Category**	Outcome Category
Emergency Assistance: Sunnyvale Community Services	\$77,019	709	SLE	Availability/ Accessibility
Homeless Shelter Services: EHC LifeBuilders	\$24,461	166	SLE	Availability/ Accessibility
Live Oak Adult Day (Care) Services	\$12,639	47	SLE	Availability/ Accessibility
Long-Term Care Ombudsman: Catholic Charities	\$18,775	616	DH	Availability/ Accessibility
Safe Shelter Program: Support Network	18,842	6	SLE	Availability/ Accessibility
Senior Transportation Services: Outreach & Escort	17,702	62	SLE	Availability/ Accessibility
Sunnyvale Senior Nutrition Program: First United Methodist Church	20,432	183	SLE	Affordability
Senior Adults Legal Assistance	2,896	90	SLE	Availability/ Accessibility
Youth Mentoring Program: Friends for Youth	10,913	19	SLE	Availability Accessibility
Youth Shelter and Counseling Services: Family & Children Services	\$20,057	27	SLE	Availability/ Accessibility
Bill Wilson Center	\$15,864	37	SLE	Availability/ Accessibility
Total	\$239,600	1,962		

* Unduplicated number of Sunnyvale residents proposed to be served by proposed grant amount.

** **DH** = Decent Housing, **SLE** = Suitable Living Environment

HUD Table 3A: Summary of Specific Annual Objectives

Specific Objectives	Funding Source	Performance Measure (Type of Units)	Goal	Achieved*	Outcome/Objective**
Rental Housing Objectives					
1. Tenant-Based Rental Assistance & Security Deposit Program	HOME	Households	10	TBD	DH-2
2. Rental Housing Rehabilitation <i>Includes Homestead Park (19 units) and Momentum Home (1 unit)</i>	CDBG & HOME	Housing Units	20	TBD	DH-3
Owner-Occupied Housing Objectives					
3. First Time Home Buyer Assistance	HOME	Households	4	TBD	DH-2
4. Housing Improvement Program <i>Includes the following:</i> a) Home Access Grants b) Paint & Emergency Repairs c) Energy Efficiency Retrofits	CDBG	Housing Units	20 8 7 5	TBD	DH DH-1 DH-3 DH-2, 3
5. Fair Housing Services	CDBG	Households	30	TBD	DH-1
Homeless Objectives: Objectives # 1, 2, and 8 address homeless objectives.					
Special Needs Objectives: Objectives 1, 2, 4(a-b), and 8 address special needs objectives.					
Community Development Objectives					
<i>Infrastructure/Public Facilities/Other Community Development</i>					
6. ADA Curb Retrofits	CDBG	Curb cuts	80	TBD	SL-1
7. Façade Improvement Program	CDBG	Businesses	3	TBD	SL-3
<i>Public Services Objectives</i>					
8. Priority Human Services (Seniors, Youth, Homeless & Other Special Needs)	CDBG	Households	1,970	TBD	DH-2, SL-1, 2
Economic Development Objectives					
9. CBDO Youth Jobs Program	CDBG	Jobs	100	TBD	EO-1
10. Micro-Enterprise Assistance	CDBG	Micro-enterprises	10	TBD	EO-1

* TBD: To be determined at end of Program Year.

** HUD's National Outcome/Objective Codes

	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

Table 3B
ANNUAL AFFORDABLE HOUSING COMPLETION GOALS

Grantee Name: Program Year:	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
BENEFICIARY GOALS (Sec. 215 Only)						
Homeless households	5		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	9		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households	5		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*	15		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RENTAL GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	1		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	10		<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Rental	11		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOME OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance	4		<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner	4		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	1		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	10		<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance	4		<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Combined Total Sec. 215 Goals*	15		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)						
Annual Rental Housing Goal	30		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	24		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Overall Housing Goal	54		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* The total amounts for "Combined Total Sec. 215 Goals" and "Total Sec. 215 Beneficiary Goals" should be the same number.

