



CITY OF SUNNYVALE

CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

***For Fiscal Year 2012-13:
July 1, 2012 - June 30, 2013***

***Community Development Block Grant (CDBG) and
Home Investment Partnership Program (HOME)***

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FISCAL YEAR 2012 CAPER

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EXECUTIVE SUMMARY

This Consolidated Annual Performance Evaluation Report (CAPER) was prepared for the City of Sunnyvale by the Housing Division of its Community Development Department, in compliance with U.S. Department of Housing and Urban Development (HUD) requirements. The CAPER is a federally mandated document that evaluates the City's progress and performance in meeting the priority activities identified in its Consolidated Plan. The document is a tool used by HUD and the City to evaluate accomplishments and actions taken during the previous program year.

This CAPER assesses the City of Sunnyvale's third year of progress implementing its 2010-2015 Consolidated Plan, focusing on the goals and programs identified in the 2012-13 Action Plan, as well as any activities that were continued from prior program years.

Summary of the Consolidated Plan Process

The City of Sunnyvale receives annual grants of federal Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds from the United States Department of Housing and Urban Development (HUD). HUD provides these funds to the City for various activities benefiting low income persons and areas, such as affordable housing, public services, public improvements, and other community development activities.

As a recipient of these funds, the City is required to prepare a five-year strategic plan called a Consolidated Plan. The Consolidated Plan identifies the housing and community development needs of lower income persons and areas within the City, prioritizes these needs, identifies resources to address them, and establishes annual goals and objectives to meet the priority needs. As part of the Consolidated Planning process, the City is required to produce an Action Plan for each fiscal year of the Consolidated Plan. The Action Plan establishes the community's objectives for meeting the needs described in the Consolidated Plan; identifies resources available within the community to meet Consolidated Plan goals; and describes a one-year plan and budget for the intended use of the City's CDBG and HOME funds, and any other HUD funds that may be available. After the end of the fiscal year, the City prepares a Consolidated Annual Performance and Evaluation Report (CAPER) to report the City's progress in meeting the goals and priorities in its Consolidated Plan.

In FY 2012-13, the City met most of the annual goals that were identified in its 2012-13 Action Plan and/or Strategic Plan.¹ The CAPER focuses on projects and programs funded with CDBG and HOME funds.

The City of Sunnyvale CAPER for FY 2012-13 was prepared with input from local non-profit agencies, the Housing and Human Services Commission, and interested members of the public. Written comments were encouraged and all comments submitted have been addressed within the CAPER.

¹ The Strategic Plan is a part of the City's Consolidated Plan, and it identifies the use of available resources to meet the needs identified in the Consolidated Plan.

The CAPER consists of four main parts, as required by HUD:

- ❖ Part I: Narrative Statements summarizing one-year goals and objectives
- ❖ Part II: HOME Annual Performance Report
- ❖ Part III: Financial Summary Report of financial resources and expenditures
- ❖ Part IV: Tables and IDIS Reports of accomplishments

PUBLIC REVIEW PROCESS

Public Review of the Consolidated Annual Performance and Evaluation Report

Notice is hereby given that the City of Sunnyvale has completed a draft performance report for the Community Development Block Grant (CDBG) and HOME Investment Partnership Programs for Fiscal Year 2012-13. The Draft Consolidated Annual Performance and Evaluation Report (CAPER) is available for public review and comment prior to its submittal to the U.S. Department of Housing and Urban Development.

The CAPER documents the City's progress in carrying out the activities identified in the Action Plan and in meeting the goals and objectives of the Consolidated Plan under the CDBG and HOME Programs.

PUBLIC REVIEW and COMMENT PERIOD: The draft CAPER will be available for public review and comment for a 15-day period, beginning on Wednesday, September 11, 2013 and concluding at 8:00 a.m. on Thursday, September 26, 2013. Written comments may be submitted during the review period and should be sent to the City of Sunnyvale, Department of Community Development, Housing division, Attn: Katrina L. Ardina, Housing Programs Analyst – 456 W. Olive Avenue, Sunnyvale, CA 94086 or can also be submitted via e-mail to kardina@sunnyvale.ca.gov.

PUBLIC HEARING: The Housing and Human Services Commission will hold a public hearing to take public comment on the draft CAPER on Wednesday, September 25, 2013. The Public Hearing will be held at 7:00 p.m. in the West Conference Room, Sunnyvale City Hall, 456 West Olive Avenue, Sunnyvale, CA.

TO OBTAIN COPIES: Copies of the CAPER are available at Sunnyvale City Hall, One-Stop Permit Center, Community Development Department, 456 West Olive Avenue, during regular business hours or by telephoning (408) 730-7254, or visiting the City's website: **Housing.insunnyvale.com**.

PARA RESIDENTES QUE HABLAN ESPAÑOL: Este documento contiene información sobre los Programas de Desarrollo Comunitario de la Ciudad de Sunnyvale y puede ser muy importante para usted. Por favor traduzca este aviso, o llame a la División de Viviendas al 408-730-7250 y pida que le asistan en su idioma.

CŨ' DÂN NÓI TIẾNG VIỆT: Bản thông báo này cho những người cư ngụ. tại thành phố Sunnyvale. Chương trình này có thể liên quan đến quý vị. Xin chú ý đến bản thông báo này.

PARA SA MGA MAMAMAYANG PILIPINO: Ang paalalang ito ay patungkol sa Departamento ng Kaunlaran para sa Pamayanan ng Lungsod ng Sunnyvale. Ito ay maaaring makatulong sa inyo kaya maaari po lamang na ipaabot at ipamahagi sa inyong kasamahan.

此通知是關於 Sunnyvale 的社區發展計劃,可能對您非常重要。
請將這一信息提供給他人。

इस सूचना पत्र में सिटी ऑफ सनीवेल के आवास और समुदाय विभाग के कार्यक्रमों के बारे में जानकारी है। अगर आप इस बारे में और जानना चाहते हैं तो इस नंबर पर संपर्क करें (408) 730-7250 अथवा किसी हिंदी भाषी से अनुवाद करवाएं

The City of Sunnyvale does not discriminate on the basis of race, color, religion, national origin, sex (including sexual harassment), handicap, or age in any of its policies, procedures, or practices. This nondiscrimination policy covers admission and access to, or treatment or employment in, the City of Sunnyvale programs and activities. Pursuant to the Americans with Disabilities Act, the City of Sunnyvale will make reasonable efforts to accommodate persons with qualified disabilities. If you have inquiries regarding the equal opportunity policies, the filing of grievances, or to request a copy of the City's grievance procedures or if you require special accommodations, please contact the Housing Division at (408) 730-7254 at least five days in advance of the meeting. TDD/TTY (408) 730-7501.

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PART I

NARRATIVE STATEMENTS

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Part I: NARRATIVE STATEMENTS**A. ASSESSMENT OF ONE YEAR GOALS – FY 2012-13**

Sunnyvale has a long tradition of innovative policies and actions designed to provide a broad range of housing and community development programs in the City. Through the Consolidated Plan, the City has concentrated on expanding and preserving the existing supply of affordable housing, improving neighborhoods and increasing accessibility for persons with disabilities, as well as supporting human service agencies that provide needed public services to lower-income and special needs residents of the City. All of these have been identified as priority needs in Sunnyvale.

The following table summarizes major accomplishments during FY 2012-13 which address priority goals within the Consolidated Plan.

**TABLE 1: 2012 HOUSING AND COMMUNITY DEVELOPMENT ACCOMPLISHMENTS
(FEDERAL FUNDS)**

	Objective	Performance Measure	PY2012 Objective	PY2012 Accomplished
Goal A: Affordable Housing				
1a	Support affordable rental housing for lower income households (E)	Housing Units	20	37
2a	Assist lower-income first time home buyers	Housing Units	2	1
3a	Provide Housing Improvement Program (E)	Housing Units	20	20
4a	Conduct outreach to the community regarding fair housing, and address any identified local barriers to fair housing choice.	Households	30	84
Goal B: Alleviation of Homelessness				
1b	Help people who are currently homeless or at imminent risk of homelessness	Households	8	17
Goal C: Other Community Development Efforts				
1c	Support provision of essential human services, particularly for special needs populations	Individuals	2,862	2,849
2c	Maintain/Expand Community Facilities and Infrastructure	Facility expansion	1 Facility expanded	1 Facility expanded
Goal D: Expand Economic Opportunities				
1d	Support economic development activities that promote employment growth, and help lower-income persons secure and maintain a job.	Individuals	50	51
Goal E: Environmental Sustainability				
1e	Support Energy Efficiency/Renewable Energy Programs	Addressed by various activities indicated with an (E) above		

B. ACTIONS TO AFFIRMATIVELY FURTHER FAIR HOUSING

Analysis of Impediments to Fair Housing Choice (AI)

The City's Analysis of Impediments to Fair Housing (AI) meets the requirements of 24 CFR 570.904(c)(1) for entitlement jurisdictions under the CDBG program administered by the U.S. Department of Housing and Urban Development (HUD).

An update to the City's AI was completed and presented to the Housing and Human Services Commission on September 28, 2011 using 2009 data provided in the 2010-15 Consolidated Plan and 2010 Census data. The AI is available on the City's website.

Staff continues to make efforts to improve access to services, programs, and activities, including affordable housing opportunities, for all residents, including persons and households with Limited English Proficiency (LEP). The AI includes recommendations to: expand awareness of LEP clients, educate service providers on their obligations to LEP clients, and assess housing and service providers to evaluate the ability of LEP clients to access sponsored services, programs, and activities.

Fair Housing

The City continued to support fair housing efforts by providing information to the public about fair housing through its fair housing web page and monthly newsletter, which recently featured HUD's new proposed rule on affirmatively furthering fair housing. Staff refers inquiries to qualified fair housing agencies for discrimination complaint review and investigation, legal advice, and assistance in filing and/or resolving complaints. A number of fair housing agencies provide services to Sunnyvale residents, such as: legal advocacy; counseling, complaint investigation, mediation, conciliation and education; consultation and legal representation, and other important services. These agencies include:

- Asian Law Alliance
- ECHO Housing
- Law Foundation of Silicon Valley/Fair Housing Law Project
- Bay Area Legal Aid
- Project Sentinel
- Senior Adults Legal Assistance (SALA)

Actions to Affirmatively Further Fair Housing

Sunnyvale was involved in the following activities to affirmatively further fair housing during FY 2012-13:

- Provided funds for handicapped accessibility improvements at 11 homes.
- Provided translation and interpretation services for the City's housing and community development programs.
- Provided information on foreclosure prevention, tenancy rights, financial education, and other fair housing related topics.
- Staffed a booth with fair housing information at the West Valley Community Services Housing Resource Fair, presented by organizations that provide affordable housing and fair housing services.
- Awarded FY 2013-14 CDBG funds to the Law Foundation of Silicon Valley for the provision of fair housing services that will include fair housing outreach and education, investigation of housing discrimination complaints, conciliation of fair housing disputes, and legal representation for those who need legal redress for harms caused by housing

discrimination.

- The Fair Housing page on the City's website provides a link for residents to report discrimination complaints directly to HUD.
- The City actively implements an affirmative marketing plan to inform the public about all housing programs. Housing programs are available to those who live or work in the City and the County, and minority and LEP participants are actively sought by reaching out to community organizations serving these communities. A number of program brochures are translated into Spanish. Last year, staff marketed housing programs in the Sunnyvale Quarterly newsletter, online, and via various electronic media. Staff also distributed housing brochures to the Sunnyvale Senior Center, Sunnyvale Public Library, Sunnyvale City Hall and the Sunnyvale Community Center. Staff also attended community meetings at various Neighborhood Enhancement Action Team target areas and regional housing events to provide presentations on the City's programs.

C. AFFORDABLE HOUSING

Sunnyvale is committed to increasing its affordable housing stock, and has done so through its local policies and funding commitments that support the development, maintenance, and improvement of affordable housing in Sunnyvale. The City's permitting system is known as one of the most efficient and effective permitting systems in the State, if not the entire U.S. This efficiency also supports the development of new housing to meet demand. Hundreds of housing units are currently under construction or in the planning stages within the City.

In 2009, the City adopted its 2009-2014 Housing Element, a plan required by California law that describes how the City will meet its needs for housing for all income levels. The Housing Element includes demographic data, housing stock data, funding availability, an overview of existing housing programs, barriers to affordable housing, and short and long term objectives to address these barriers and to increase affordable housing production.

During the Program Year, the following housing project was completed:

Rental Housing Rehabilitation

Garland Plaza

In October 2012, the City provided a loan of \$1.5 million in HOME funds for the rehabilitation of the Garland Plaza Apartments, a 20-unit affordable rental property for very-low income households located at 662 Garland Avenue in Sunnyvale.

Completed in June, the comprehensive interior and exterior rehabilitation of the entire building also included the addition of a small community meeting room, the conversion of four two-bedroom units into three-bedroom units to meet demand for larger units, and the replacement of all carports.



Garland Plaza – new community room. Photo courtesy of Housing Division



Garland Plaza – new carports. Photo courtesy of Housing Division



Garland Plaza - courtyard. Photo courtesy of Housing Division

Special Needs Group Home

In November 2011, the City provided a total of \$318,889 in HOME and CDBG loans for the demolition and reconstruction of a small group home that provides supportive rental housing for five special needs individuals. This project was completed in February 2013. The new home is significantly more energy- and water-efficient than the original home. The project also corrected a number of major code deficiencies.

D. CONTINUUM OF CARE

Actions to Develop/Implement a Continuum of Care (CoC) Strategy

The City of Sunnyvale continued to participate in the local CoC, the Santa Clara County Collaborative on Housing and Homeless Issues, in FY 2012-13, particularly in their efforts to secure funding for transitional housing and permanent supportive housing. The Collaborative is comprised of primarily local jurisdictions, shelter providers, service providers, housing advocates and non-profit housing developers. This group serves as an effective forum for generating additional funding sources and creating affordable housing for homeless persons and those at risk of homelessness. The CoC has also been making changes to comply with the HEARTH Act.

Sunnyvale also continues to work with other cities in the County to increase the number of transitional and permanent housing facilities, and services for homeless individuals and families. The Collaborative has obtained numerous grants for various projects serving homeless people in the County.

Actions to Address the Needs of Homeless Persons

Sunnyvale provided a total of \$139,175 in CDBG public services funds to providers of emergency shelter and homeless services, including the following:

- Bill Wilson Center: Shelter for Sunnyvale runaway youth, and counseling services for youth and their families to strengthen and support families.

- Emergency Housing Consortium (EHC): Homeless shelter and support services for families and individuals.
- Sunnyvale Community Services: Emergency financial aid, rental assistance, food and clothing for low-income residents in crisis and/or at-risk of becoming homeless.
- YWCA Silicon Valley: Shelter and support services for victims of domestic violence.

Sunnyvale also provided \$220,000 to Sunnyvale Community Services, a Community-Based Development Organization (CBDO) to implement the “Work First Sunnyvale” Workforce Development Program. The program provides job readiness training, job skills training, and job placement to individuals who are currently homeless or at imminent risk of homelessness.

E. OTHER ACTIONS

Actions to Address Obstacles to Meeting Underserved Needs

The City continues to seek opportunities to provide housing in the community for underserved residents. These opportunities include local policies and funding commitments that support the development, maintenance, and improvement of affordable housing in Sunnyvale.

Actions to Eliminate Barriers to Affordable Housing

The City of Sunnyvale works diligently to overcome barriers to providing affordable housing to its residents. These efforts are described in detail in the Housing Element referred to above.

The City continues to encourage and assist non-profit housing developers and/or the Housing Authority to develop new rental units by identifying potential sites and supporting development on these sites. These efforts resulted in the City’s approval in April 2013 of 117 new affordable units to be built by two local non-profit developers on a City-owned site.

Actions to Overcome Gaps in Institutional Structures and Enhance Coordination

The institutional structure includes private industry, non-profit organizations, and public institutions that deliver the programs outlined in the housing strategy.

The City works with the State, its neighboring cities and the County, and private agencies to coordinate efforts and use resources strategically. Collaboration with industry groups is accomplished through an ongoing relationship with the Silicon Valley Leadership Group’s Housing Action Coalition (HAC), which focuses on affordable housing, and any other interested industry partners, such as lenders and real estate industry associations.

The City works with the County and surrounding cities, the Housing Authority of Santa Clara County, and local non-profit organizations in an effort to provide adequate and affordable housing for residents of Santa Clara County and specifically for residents of Sunnyvale. The City participates in regional efforts to leverage private and local government resources with federal resources for the provision of affordable housing and human services for residents of the region.

Most human service agencies funded by the City operate regionally. Sunnyvale cooperates with the other jurisdictions to avoid duplication of services and to ensure that an efficient delivery system is in place. The City continues to cooperate with the County and the County Housing Authority on various programs.

Actions to Evaluate and Reduce Lead Based Paint Hazards

The City continues to provide lead-based paint testing and assessment services on all housing built before 1978 that receive CDBG or HOME funding for rehabilitation and/or acquisition. The City ensures that the requirements for notification, evaluation and reduction of lead-based paint hazards in projects receiving Federal assistance are met. Information regarding lead-based paint hazards is given to all property owners and residents prior to any rehabilitation work being undertaken. The City also requires that all contractors and owner participants view the “Safe Work Practices” video developed by the City and read the “Lead Paint Safety” field guide prior to participating in the Paint Program. Staff continues to keep abreast of any new developments in lead-safe housing regulations.

During the program year, two homes were tested for lead in conjunction with a paint grant and a rehabilitation loan. One of these homes tested positive with no hazardous conditions; and the other tested positive with hazardous conditions. All hazards were abated.

Actions to Annually Ensure Compliance with Program and Comprehensive Planning Requirements

The City reviews its progress toward the goals of the Consolidated Plan, and continues to monitor all federally funded activities as required by HUD and OMB.

All reporting requirements and HUD deadlines were met this program year. As of April 30, the City met HUD’s “timeliness ratio” for expending the CDBG funds in a timely manner.

At the beginning of each program year, agreements are prepared with subrecipients outlining the responsibilities involved with the receipt of federal funds, and the performance standards which will need to be met. During the program year, subrecipients are required to submit quarterly performance reports describing which program goals have been achieved on a quarterly basis. Annually, City staff conducts on-site programmatic and internal control monitoring, and visits its funding recipients to review their fiscal and program management of their federally funded programs. The subrecipient agencies maintain documentation of performance indicators available for inspection, with an audit trail from source documents to reports. At year’s end, the City prepares annual year-end evaluations of these agencies, which are submitted to the Housing and Human Services Commission for review during the grant application process.

Reduce the Number of Persons Living Below the Poverty Level

- *Federal and State Health and Welfare Programs (“Quarterly Statistical Data of Public Assistance Families in the County of Santa Clara”)*

A report entitled “Quarterly Statistical Data of Public Assistance Families in the County of Santa Clara” provides local statistics on individuals and families who receive public assistance in Santa Clara County. As of **July 1, 2012**, the CalWORKS program, which provides cash aid and services to eligible needy California families, reported **519** public assistance cases in Sunnyvale, representing **3.8%** of cases in the County. Under the Medi-Cal program, which provides basic health care services for low-income families, seniors, persons with disabilities, children in foster care, pregnant women, and certain low-income adults, **6,459** Sunnyvale households received assistance. This represents **5.1%** of the total number of medical enrollees in the County. **Insert stats on food stamps.** Further information is available at www.sccgov.org: Agencies & Departments: Social Services: Department of Employment & Benefits Services: Statistics. The County administers these programs to improve quality of life for very-low income persons and to reduce the number living below the poverty level.

➤ Employment Development Efforts

NOVA (North Valley Job Training Consortium)

Sunnyvale residents have access to employment development and training services provided by NOVA (North Valley Job Training Consortium). NOVA is funded entirely through federal, state and foundation grants, with the primary resources coming from the Workforce Investment Act (WIA). NOVA serves a consortium of seven northern Santa Clara County cities: Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, and Santa Clara, in addition to Sunnyvale. Many of the services and programs provided by NOVA target disadvantaged youth and adults who may have limited education or barriers to employment.

With unemployment declining, NOVA's WIA allocated funding remained almost the same from FY 2011-12 to FY 2012-13. NOVA continued to serve a large number of job seekers (7,063) through its one-stop career center, the CONNECT Job Seeker Center; and the number of services provided (106,305) also remained high. With more jobs available, job seekers with competitive skills are becoming re-employed relatively quickly, leaving the less prepared workers with greater needs accessing more services from NOVA for longer periods of time.

For adult services, **1,514** Sunnyvale residents accessed the career center, receiving **24,445** individual services. This represents a decrease of **11%** in the number of residents served compared to the previous year. Additionally, NOVA provided services to **87** Sunnyvale youth, **32** of whom received in-depth career guidance services and/or work experience through NOVA's summer youth employment program.

Reflective of the improving economy, the number of layoff events within northern Santa Clara County decreased by about a third from the prior year. NOVA's Rapid Response program was available to assist **2,527** affected employees of **46** layoff events in FY 2012-13. This program worked with **14** companies located within Sunnyvale, assisting **780** individuals laid off by these companies — a 56% decrease in the number of companies from FY 2011-12 and about a third the number of workers affected.

In addition to NOVA's regular WIA grants, special grant investments that benefit the Sunnyvale population included:

1. NOVA received funding for a Veterans Employment-Related Assistance Program (VEAP) grant from the California Employment Development Department to serve veterans in Santa Clara and San Mateo counties. The grant began in July 2011 and operated through March 2013. A total of 105 veterans were served, of which 53 were recently separated veterans. The project used an extensive network of partners to provide a wraparound approach to services to address the veterans' multiple barriers to employment. Although the special grant has ended, NOVA will continue to provide priority access to services to veterans in its CONNECT Job Seeker Center.
2. NOVA received funding from the State of California through a National Emergency Grant from the Department of Labor to serve dislocated workers facing prolonged unemployment. These workers were provided with on-the-job training to enable them to obtain employment and learn valuable skills while on the job. The hiring companies received a partial wage reimbursement in exchange for the costs of providing training.

Work First Sunnyvale

The City provided CDBG funding for a “Work First Sunnyvale” Workforce Development Program that also aims to reduce poverty, specifically among the homeless population, by increasing employment and access to housing. The program helps homeless clients obtain employment or other sources of income and adequate support services/networks to obtain housing and achieve stability. Activities included job readiness training, job skills training, and job placement.

F. LEVERAGING RESOURCES

Federal funds will continue to be leveraged to the maximum amount. The City continues to encourage non-profit developers to seek private and State sources of funding, both including grants, loans, and/or tax credit financing. Furthermore, as opportunities arise, the City will use its local Housing Fund as appropriate to leverage federal funds and to match HOME funds.

The City continues to support human service agencies with its General Fund, in addition to the CDBG public services funds it provides. This funding is provided through a competitive grant program. The City provided \$100,000 in General funds to human services agencies in 2012-13.

The City of Sunnyvale used various sources to fund affordable and supportive housing activities this past year. The City provided federal funds from the following sources: CDBG, CDBG Revolving Loan Fund, and HOME. The City also supported the County of Santa Clara, County Department of Mental Health, Bill Wilson Center, Emergency Housing Consortium, and the Housing Authority of Santa Clara in their applications for federal funding from the Supportive Housing Program, Shelter Plus Care and the Family Self-Sufficiency program as well as supporting other organizations in their funding applications.

A number of non-profit agencies provide housing and supportive services in the City. They are partially funded through CDBG and City General funds, with the remainder of funding provided by private and/or other public sector funders. These activities are described under the Human Services Section on pages 14-15 of this CAPER.

Geographic Distributions of Funding and Funding in Areas of Minority Concentration

There are no identified areas of minority concentration in Sunnyvale, although the majority of the City’s residents belong to minority racial/ethnic groups. Eligible low-income neighborhoods, located primarily in northern Sunnyvale, were identified for community facilities and/or infrastructure projects, such as the recently completed Columbia Neighborhood Center expansion.

G. CITIZEN COMMENTS

Insert comments

H. SELF-EVALUATION

This is the third year of reporting on the City’s performance in meeting its five-year Consolidated Plan goals. As reported in Tables 1 and 3, the City has achieved many of its goals, such as rehabilitation of Garland Plaza, a 20-unit affordable rental housing project, rehabilitation (rebuild) of a small group home that provides supportive rental housing for five individuals with disabilities, and completion of the Homestead Park Apartments rehabilitation (25 units). In addition, a number of public services were funded and provided to local residents in order to prevent homelessness and assist low income households and seniors with basic needs. One

lower-income first-time homebuyer and six moderate-income buyers were assisted with down payment loans as well. The moderate-income loans are not included in the CAPER tables because no HUD funds were used for these loans.

Construction of the multi-year Columbia Neighborhood Center (CNC) expansion project was completed last year in May 2012 and final project close-out occurred in PY 2012-13, after final retention payments were made.

The Tenant Based Rental Assistance (TBRA) program, administered for the City by the Housing Authority of Santa Clara County, provided three additional very low-income households with TBRA vouchers to lease rental units during the reporting period. A total of 14 households were assisted by the TBRA program during the reporting period.

The City partnered with the County to implement a second TBRA program focused on Sunnyvale households most in need, namely those who are currently homeless or at imminent risk of homelessness, but who are able to regain self-sufficiency and maintain housing within a one- to two-year period, consistent with the TBRA term of assistance. This program was launched in February 2013. A total of three households were assisted through the new program during the reporting period. One household had been chronically homeless, and the other two cases involved rapid re-housing efforts.

The City's efforts to help homeless and at-risk Sunnyvale residents to obtain employment, support services, and housing were implemented through a new "Work First Sunnyvale" Program, administered by Sunnyvale Community Services with assistance from the Downtown Streets Team. This program provided 51 homeless people with job training and job placement services to help them obtain employment.

Other Accomplishments

At the end of the program year, the CDBG timeliness ratio was 0.84. The City anticipates that it will meet its timeliness goals for FY 2013-14. The City will continue to ensure that funds are expended diligently and in a timely manner.

Actions undertaken during the FY 2012-13 program year were consistent with the primary goals and objectives of the City's five-year Consolidated Plan and Annual Plan to provide greater housing opportunities, neighborhood facilities, and support services for the City's lower income residents.

For HUD reporting, the Integrated Disbursement and Information System (IDIS) has been updated to reflect all activity that occurred in FY 2012-13, and the City will report on an accrual system. The accrual method is used to reflect income as earned and expenses as incurred.

The City of Sunnyvale's housing programs and initiatives have served as a model for many years in Santa Clara County. Its collaborative efforts with other local agencies have streamlined processes, improved information flow, and cut across jurisdictional boundaries to produce joint projects. Staff of Santa Clara County's entitlement cities and urban county meet at least quarterly to review issues common to the CDBG and other HUD programs of these jurisdictions. Representatives of HUD CPD for Region IX attend most of these meetings. This results in better communication and coordination between these agencies.

Overall, the programs as implemented this year met most of the City's objectives set forth in the Action Plan and in its 2010-2015 Consolidated Plan. Staff is working on various program improvements in order to meet the remaining objectives.

To enhance and expand the effectiveness of city programs, the following activities were undertaken:

I. CDBG PROGRAM

PRIORITY NEED – AFFORDABLE HOUSING

Funding for housing-related priority needs was provided in accordance with the FY 2012-13 Action Plan, as follows:

Housing Improvement Program (HIP)

Housing Rehabilitation Loan Program

Housing rehabilitation is one of the priorities in the five-year Consolidated Plan. This program provides deferred loans of up to \$60,000 for rehabilitation of owner-occupied, single family homes and \$15,000 for mobile homes, and is available city-wide. During the reporting period, the City provided \$30,000 from its revolving loan fund to fund the substantial rehabilitation of two mobile homes. Efforts are underway to increase public awareness about the program in order to increase utilization. These efforts include staff attendance at neighborhood meetings and City events. Some prospective applicants may be unable to take out these loans because their homes are underwater or they have insufficient equity. Rising home values will likely resolve this issue within several years. Historically low interest rates on conventional home equity loans, at or below the rates offered by the CDBG program (3%), also likely caused some potential applicants to seek conventional loans for home improvement financing rather than applying for the City program. Rising interest rates have recently begun to generate renewed interest in the CDBG loan program.

Home Access, Paint, and Emergency Repair Program

This program assists people with special needs and very low-income households, and is available city-wide. Over \$65,950 was expended to provide accessibility improvements at eleven homes occupied by disabled persons, including installation of electric wheelchair lifts at mobile homes, and paint and/or emergency repairs at seven homes. This program continues to be very popular.

Energy Efficiency Matching Grant Program

This pilot program began in FY 2010 as an additional option, typically combined with a rehabilitation loan on a single-family home. No grants were provided during the program year, as no single-family loans were made during the year. Staff continues to collaborate with the County to market this program, in conjunction with similar efforts provided through the CA Energy Upgrade program.

PRIORITY NEED: COMMUNITY DEVELOPMENT

Maintain/Expand Community Facilities and Infrastructure

Columbia Neighborhood Center (CNC) Expansion

Completed last year, the addition of approximately 3,500 square feet to this Center has provided more space for health services and expanded social, educational, and recreational services to low-income households. Due to the expansion, the MayView Community Health Center at CNC was able to increase the level of medical services provided to the community. The clinic is now open Monday through Friday (compared to four days per week) and is staffed by two doctors

three days each week and one doctor the remaining two days (compared to one doctor each of the four days). Since the grand reopening of the CNC last year, the Center has expanded existing collaborations with key nonprofit partners to double the number of counseling staff hours available to residents of the Columbia neighborhood.

Human Services

The City provided CDBG funding for a number of supportive services for the elderly, at-risk youth, homeless persons, and other persons with special needs. See Table 2 summarizing accomplishments. Please note that many agencies receive additional sources of funding, leveraging CDBG funds from the City, which gives the agencies the ability to serve many other clients beyond those served with CDBG funds.

- **The Bill Wilson Center** provides family and individual counseling services to assist individual youth and their families with emotional and mental health issues. A CDBG grant of \$23,174 was provided to this agency to provide 256 counseling sessions to 54 clients during the year. Additionally, the Bill Wilson Center provides shelter, care, and transitional housing for at-risk youth through other funding.
- **EHC LifeBuilders.** For program year 2011-12, EHC LifeBuilders provided security deposit and short-term rental assistance to eligible Sunnyvale residents in order to prevent or reduce homelessness. In program year 2012-13, EHC returned to their original program of providing winter emergency shelter services. The City allocated \$22,283 of CDBG funds to this program to provide 1,778 shelter nights to 110 unduplicated Sunnyvale clients.
- **Family and Children Services** provides counseling services to at-risk Sunnyvale youth and their families, coping with intense and complex issues. The program operates at the Columbia Neighborhood Center and offers school-based mental health counseling for youth and their families, crisis intervention, suicide prevention, and referrals to other resources. The City contributed \$20,391 in CDBG funds to this program which funded 220 counseling sessions for 27 at-risk youth.
- **First United Methodist Church – Senior Nutrition Program** provides high-quality, cost effective, hot nutritious meals in a congregate setting, five days a week to Sunnyvale residents age 60 or older. The Senior Nutrition Program received \$7,848 to provide 1,102 hot meals to 106 Sunnyvale older adults.
- **MayView Community Health Center** provides access to primary health care and disease prevention at the Columbia Neighborhood Center. MayView received \$17,826 in CDBG funds to provide 135 health care visits which include well child checks, immunizations and sick care to 135 Sunnyvale residents.
- **Outreach** provides affordable and reliable transportation services to Sunnyvale's older adults residents in the form of subsidized taxi rides, public transit passes and ADA paratransit service rider's fares. The City provided \$31,196 in CDBG funds to provide 3,336 one-way trips to 115 unduplicated older adults.
- **Sunnyvale Community Services (SCS)** provides emergency financial assistance to households in crisis, as well as food, clothing, and other assistance. SCS received \$75,000 in CDBG funds to provide 3,000 food bags to 2,115 low-income individuals through the Christmas Community Center Food Program.

- **YWCA-Support Network** provides comprehensive counseling services to survivors of domestic violence living in Sunnyvale. This program received \$18,718 in CDBG funds from the City to provide individual counseling, group counseling, support groups, and children’s play therapy to 187 Sunnyvale residents through their satellite Sunnyvale office, the Department of Public Safety, and through staff and interns at the Sunnyvale Columbia Neighborhood Center. Additionally, the City’s support leveraged other funding to provide emergency shelter services to 6 Sunnyvale residents.

PRIORITY NEED: ECONOMIC DEVELOPMENT

Help people who are currently homeless or at imminent risk of homelessness to obtain employment or other sources of income and adequate support services/networks to obtain housing and achieve stability.

“Work First Sunnyvale” Workforce Development Program (CBDO Activity)

Certified as a Community-Based Development Organization (CBDO), Sunnyvale Community Services (SCS) administers this program with the assistance of the Downtown Streets Team (DST), an organization committed to helping homeless men and women rebuild their lives through a volunteer work-readiness program, and West Valley Community Services. During the program year, 51 individuals graduated from Job Search Skills classes, 13 individuals obtained regular paid employment, and one individual also obtained rental assistance through the City’s TBRA program.



Downtown Streets Team (DST) employs a Work-First model in which members of the homeless community have the opportunity to rebuild their lives through a volunteer work-readiness program. Photo courtesy of DST.

J. OUTCOME PERFORMANCE MEASUREMENT SYSTEM

On March 7, 2006, HUD published a “Notice of Outcome Performance Measurement System for

Community Planning and Development Formula Grant Programs” (FR-4970-N-02). That notice requires that any Consolidated Plan/Annual Plan and CAPER submitted on or after October 1, 2006 must incorporate the new performance measurement system introduced in March 2006.

The new performance system consists of three objectives and three outcomes that enable HUD and its grantees to measure the impact of their programs:

➤ Three Objectives:

1. Providing Decent Affordable Housing. This objective focuses on housing activities whose purpose is to meet individual family or community needs for housing.
2. Creating Suitable Living Environments. This objective relates to activities that are intended to address a wide range of issues faced by low-income persons (80% AMI and below), from physical problems with their environment, such as poor quality infrastructure, to social programs such as literacy or health services.
3. Creating Economic Opportunities. This objective applies to activities related to economic development, commercial revitalization, or job creation.

All of the City’s CDBG and HOME-funded programs must contribute to one of these objectives.

➤ Outcomes, consisting of “improved or increased”:

1. Availability/Accessibility. Activities that make infrastructure, public services, public facilities, housing, or shelter more available or accessible to low-income people, including persons with disabilities. Accessibility does not refer only to physical barriers, but also other kinds of barriers, such as cost, capacity, or location.
2. Affordability. Activities that improve or increase the affordability of housing or other basic needs, such as transportation, food, health care.
3. Sustainability (promoting livable or viable communities). Activities that improve the viability or quality of life in communities or neighborhoods, by helping low-income persons to obtain jobs, access services or start a business, or improving blighted areas with safety measures, economic development, and/or physical improvements.

All of the City’s HUD funded programs must contribute to one or more of these outcomes and meet at least one objective.

Outcomes and Objectives are combined in a matrix creating “performance statements” which are used by the federal government to measure the national accomplishments of the CDBG and HOME Programs.

Summary of Objectives and Outcomes

Federal funds expended in FY 2012-13 were distributed to meet the following national objectives and create the outcomes as shown in the table below:

FY 2012-13		OUTCOMES		
OBJECTIVE	Activity	Availability/ Accessibility	Affordability	Sustainability
Create Suitable Living Environment	Public Facilities Improvements	\$ 18,553	\$ -	\$ 330,293
	Public Services	\$ 216,436	\$ -	\$ -
Provide Decent Affordable Housing	First Time Homebuyer Program	\$ -	\$ 53,413	\$ -
	Housing Rehabilitation Program	\$ -	\$ -	\$ 87,138
	Affordable Housing Acquisition, Construction and/or Rehabilitation	\$ -	\$ 1,788,686	\$ -
	TBRA		\$ 168,780	
Create Economic Opportunities	Work First Sunnyvale (CBDO)	\$ 219,967	\$ -	\$ -

1) Availability/Accessibility for the Purpose of Creating Suitable Living Environments

Eight activities were funded in FY2012-13 that made services and/or facilities available or accessible to low- and moderate-income people, as a means of addressing issues in their living environment:

- Bill Wilson Center
- Emergency Housing consortium
- Family & Children Services
- May View Community Health
- Outreach & Escort
- Senior Nutrition
- Sunnyvale Community Services

- YWCA-Support Network for Battered Women

Together, these projects improved the living environment for over 2,800 lower-income and/or disabled residents of Sunnyvale.

2) Affordability for the Purpose of Providing Decent Affordable Housing

Five activities were funded and/or completed to provide affordable housing:

- Garland Plaza Rehabilitation (20 units)
- Homestead Park Apartments (25 units)
- Momentum for Mental Health Group Home Rehabilitation (1, 5-bedroom unit)
- First-time Homebuyer Program (1 household)
- Tenant Based Rental Assistance (TBRA) 17 households

The City provided \$1.5 million in HOME funds to rehabilitate Garland Plaza, a 20-unit affordable rental housing complex. The substantial rehabilitation will preserve affordability for 55 years and has significantly improved the appearance, comfort, energy efficiency, and quality of the apartments.

The Homestead Park Rehabilitation of four buildings with a total of 25 units was completed by July 2012, and final retention payment was made in February 2013.

The demolition/rebuild of a small residential group home owned by Momentum improved and preserved affordable housing for five individuals with disabilities.

The City's First-Time Homebuyer Program funded one down payment assistance loan for \$50,000 to assist a qualified household to purchase their first home.

The City continued to operate a TBRA program administered by the Housing Authority. The City also formed a new partnership with the County and allocated \$200,000 in HOME funds to a new TBRA program focused on housing residents who are currently or recently homeless, but who are able to regain self-sufficiency and maintain housing within a one- to two-year period. During the program year, 17 households received assistance through these TBRA programs, including three new households assisted by the Housing Authority, eleven households continuing in the TBRA program from the prior year, and three households assisted by the new TBRA program administered by the County.

5) Sustainability for the Purpose of Creating Suitable Living Environments

- Columbia Neighborhood Center Expansion (CNC)

A total of \$314,141 was expended on this project during the program year. This project benefits lower-income youth and families through services that improve self-sufficiency, life skills, and/or quality of life. Construction was completed and the new portion of the facility was placed in service in May 2012.

- Sidewalk, Curb & Gutter Improvements

Over \$18,500 was expended during the program year on final costs and retention payment for sidewalk improvements that were completed last year in a number of CDBG-eligible lower-income neighborhoods.

6) Sustainability for the Purpose of Providing Decent Affordable Housing

CDBG and CDBG Revolving Loan Funds (RLF) were used to rehabilitate or improve the homes of lower-income households. Twenty homes were improved through provision of:

- Housing Rehabilitation Loans
- Home Access, Paint & Emergency Grants and Loans

These projects ensured continued affordability for 20 homes.

7) Availability/Accessibility for the Purpose of Creating Economic Opportunity

The City provided CDBG funding to Sunnyvale Community Services to implement a “Work First Sunnyvale” Workforce Development Program designed to increase economic opportunities for people in Sunnyvale who are currently homeless or at imminent risk of homelessness. The program helps homeless clients obtain employment or other sources of income and adequate support services/networks to obtain housing and achieve stability. Activities included job readiness training, job skills training, and job placement.

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PART II

HOME INVESTMENT PARTNERSHIPS PROGRAM

ANNUAL PERFORMANCE REPORT

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Part II: HOME Annual Performance Review (APR)

A. Consolidated Plan:

1. Relationship to Objectives

Providing affordable housing for low-income households is the highest priority need identified in the 2010-2015 Consolidated Plan and is the only eligible use of HOME funds. The use of HOME funds in FY 2012-13 met the objectives set forth in the FY 2012-13 Action Plan:

Support affordable rental housing for lower-income households, with priority to very low, extremely low, and special needs groups (i.e., elderly, disabled, large families, homeless/at-risk households).

- Project: Garland Plaza Apartments, Sunnyvale (Rehabilitation)
20 units (11 HOME assisted) affordable housing
Developer: Mid-Pen Housing

Status: Completed – final retention payout underway

The City provided a loan of \$1.5 million in HOME funds to rehabilitate and preserve Garland Plaza, built in 1959, as affordable rental housing for low-income households for at least 55 years. Completed in June, the rehabilitation included comprehensive interior and exterior renovations, addition of a new community building, replacement of all carports, conversion of four existing two-bedroom units into three-bedroom units to better serve large families, and the addition of solar photovoltaic panels.

Tenant Based Rental Assistance

- Project: Tenant Based Rental Assistance (TBRA) and Security Deposit Program

The TBRA program assists residents currently experiencing or at imminent risk of homelessness, and other very low income households, to obtain and maintain rental housing.

Status: 17 households received assistance under the two TBRA programs since the last reporting period, including three new households assisted through the Housing Authority, and three households assisted through the new TBRA program administered by the County.

Assistance to First-Time Homebuyers

- Project: First-Time Homebuyer Program

The First-Time Home Buyer (FTHB) Loan Program provides silent second mortgages of up to \$50,000 for eligible first-time home buyers. Assistance may be used to purchase market-rate or below-market rate homes in Sunnyvale. The program is available to first-time home buyers who live or work in Sunnyvale and whose incomes do not exceed the moderate income limits (120% AMI). For those loans funded with HOME funds, buyers must be at or below the low-income limits (80% AMI).

In FY 2012-13, the City funded one FTHB loan of \$50,000 in HOME funds to assist a

lower-income buyer to buy their first home, and four loans were provided with City funds to assist moderate-income buyers.

2. Distribution of Funds

The City's Consolidated Plan places top priority on assisting low-income renters, homeless people and people with special needs, particularly those with incomes below 50% of the County median income. Activities funded this past year met one or more of the priority needs identified in the Consolidated Plan.

B. Private Sector Participation

Federal funds continue to be leveraged with private and non-federal public funds. The City continues to encourage non-profit developers to seek private and State sources of funding, both grants and loans. The City requires subrecipients to provide a match of at least 25% for city-assisted projects.

- MidPen Housing provided over \$4 million in matching funds toward the Garland Plaza Project, most of which was obtained through tax credits

C. Community Housing Development Organization (CHDO)

The City actively solicits CHDOs to encourage non-profit housing development and to engage in activities designed to lead to the development of projects that create affordable housing opportunities and preserve rental housing opportunities. This past year, a local CHDO, Charities Housing, requested a loan of \$850,000 in HOME CHDO funds for the Armory Studios Permanent Supportive housing project. The project will provide 40 units of affordable housing, 11 special needs units, and 7 units for homeless applicants ("Mckinney-Vento" units), for a total of 59 units.

D. Affirmative Marketing

The City's 2006 Analysis of Impediments to Fair Housing Choice, updated in PY 2011-12 includes Appendix A, *Affirmative Marketing Policies and Procedures for Affordable Housing*, which includes a detailed list of special outreach resources to ensure that outreach and marketing efforts will reach groups "least likely to apply," and to provide information to households with limited English proficiency, and/or "linguistically isolated" households. The City will continue to provide the Appendix to housing developers for inclusion in their Marketing Plans.

The City's partner agencies implement affirmative marketing for their HOME projects. Aster Park has a very comprehensive marketing program. The waiting list indicates that outreach efforts have been very successful in reaching various minority communities, as well as a broad range of very low income individuals and families in the community. Mid-Pen Housing implemented a comprehensive affirmative marketing plan for Fair Oaks Plaza and Garland Plaza. Orchard Gardens follows a marketing plan by contacting local civic and community organizations representative of the ethnic and cultural diversity of the entire County in order to disseminate information about the property. Groups representing the disabled and the elderly are also contacted.

E. Outreach to Minority and Women-owned Business Enterprises (MBE/WBE)

The City continues to endeavor to contract with and/or hire MBE/WBE firms for its HOME-assisted projects. The City encourages City staff and sub-recipients to actively solicit minority and women-owned businesses in their procurement of goods and services related to HOME-funded projects.

F. Tenant Assistance/Relocation

The Garland Plaza project required both temporary and permanent relocation of its tenants, which were implemented in accordance with HUD requirements. Of the 19 households on site, two over-income households were permanently displaced. A relocation plan to provide assistance was prepared and reviewed by HUD. The plan set forth policies and procedures necessary to conform to statutes and regulations established by the Uniform Relocation Act (URA) (46 U.S.C. § 4600 et seq.) and its implementing regulations (49 C.F.R., Part 24). The remaining 17 households were provided with temporary relocation assistance and the first option to rent the rehabilitated units upon completion, all in accordance with the URA and HUD requirements.

G. Shortfall Funds

Shortfall funds are non-HOME funds used to make up the difference between the participation threshold and the amount of HOME funds allocated to the Participating Jurisdiction (the participation threshold requirement applies only in the PJ's first year of eligibility). This item is not applicable to the City of Sunnyvale.

H. Inspection Results

On-site inspections of all HOME housing rental projects due for inspection were completed. All projects were in compliance with the City's housing standards. Monitoring of tenant income eligibility and HOME rents were also completed. Overall, 103 units were monitored.

A sample of 62 units were inspected for Housing Quality Standards (HQS) compliance at the properties listed below:

<u>Property</u>	<u>Address</u>	<u>Units/Inspected</u>
➤ Aster Park	1059 Reed Avenue	20
➤ Carroll Street Inn	174 Carroll Street	10
➤ Fair Oaks Plaza	660 S. Fair Oaks Avenue	2
➤ Homestead Park	1601 Tenaka Place	2
➤ Moulton Plaza	1601 Tenaka Place	2
➤ Maitri		1
➤ Orchard Gardens	245 W. Weddell Dr.	11
➤ Plaza de las Flores	233 Carroll Street	11
➤ Stoney Pine Villas	267 W. California Avenue	3

In an effort to be effective, maintain compliance and provide efficiency in delivery of the HOME Programs, staff continues to attend training as needed and take advantage of HUD's technical assistance.

APPENDIX A

Public Review of CAPER

A public notice was published in the *Sunnyvale Sun* on September 6, 2013 indicating the start of a review and comment period.

PUBLIC COMMENTS

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PART III

FINANCIAL SUMMARY REPORT

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Financial Summary
 Grantee Performance Report
 Community Development Block Grant

HUD Office of Community Planning Development
 OMB Approval No. 2506-0006

1. Name of Grantee City of Sunnyvale	2. Grant Number B12MCO60023	3. Reporting Period From 07/01/12 To 06/30/13	DRAFT
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Part I: Summary of CDBG Resources

1. Unexpended CDBG funds at end of previous period		\$	1,287,890	
2. Entitlement Grant from form HUD-7082		\$	996,570	
3. Surplus Urban Renewal Funds		\$	-	
4. Section 108 Guaranteed Loan Funds (Principal Amount)		\$	-	
5. Program income received by:				
		Grantee (Column A)	Subrecipient (Column B)	
a. Revolving Funds	\$	150,000	\$	-
b. Other (identify below)				
Program Income		\$	188,548.23	
Total Program Income (sum of columns a and b)			\$	338,548
6. Prior Period Adjustments *if negative, enclose in brackets)		\$	-	
7. Total CDBG Funds available for use during this report period		\$	2,623,008	

Part II: Summary of CDBG Expenditures

8. Total expenditures reported on Activity Summary		\$	1,455,637
9. Total expended for Planning & Administration (cdbg/FH)	\$	229,314	
10. Amount Subject to Low/Mod Benefit Calculation	\$	1,226,323	
11. CDBG funds used for Section 108 principal & interest payments		\$	-
12. Total expenditures (line 8 plus line 11)		\$	1,455,637
13. Unexpended balance (line 7 minus line 12)		\$	1,167,371

Part III: Low/Mod credit This Reporting Period

14. Total Low/Mod credit for multi-unit housing expenditures	\$	169,412
15. Total from all other activities qualifying as low/mod expenditures	\$	1,056,911
16. Total (line 14 plus line 15)	\$	1,226,323
17. Percent benefit to low/mod persons (line 16 divided by line 10 this reporting period)		100.00%

Part IV: Low/Mod Benefit for Multi-Year Certifications (Complete
 only if certification period includes prior years)

Program years (PY) covered in certification PY **2010, 2011, 2012**

18. Cumulative net expenditures subject to program benefit calculation	\$	5,634,228
19. Cumulative expenditures, benefitting low/mod persons	\$	5,634,228
20. Percent benefit to low/mod persons (line 19 divided by line 18)		100.00%

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 Financial Summary
 Grantee Performance Report
 Community Development Block Grant

HUD Office of Community Planning Development
 OMB Approval No. 2506-0006

Part V: For Public Service (PS) Activities Only:
 Public Service CAP Calculation

21. Total PS expenditures from column h, form HUD4949.2a	\$ 216,436.00
22. Total PS unliquidated obligatons from column r, from HUD 4949.2a	\$ -
23. Sum of line 21 and line 22	<u>\$ 216,436.00</u>
24. Total PS unliquidated obligations reported at the end of the previous reporting period	<u>\$ -</u>
25. Net obligations for public services (line 23 minus line 24)	\$ 216,436.00
26. Amount of Program Income received in the preceding program year	\$ 494,241.00
27. Entitlement Grant Amount (from line 2)	\$ 996,570.00
28. Sum of lines 26 and 27	<u>\$ 1,490,811.00</u>
29. Percent funds obligated for Public Service Activities (line 25 divided by line 28)	14.52%

Part VI: Planning and Program Administration Cap Calculation

30. Amount subject to planning and administrative cap (grant amount from line 2 plus line 5)	\$ 1,335,118
31. Amount expended for Planning & Administration (from line 9 above)	\$ 229,314
32. Percent funds expended (line 31 divided by line 30)	17.18%

Line 5a: PROGRAM INCOMENARRATIVE

Housing Loan Repayments	\$ 338,548.23
	\$ -
	\$ -
	<u>\$ -</u>
	<u>\$ 338,548.23</u>

Other Program Income

Activity No.	Description	Grantee	Subrecipient
		0.00	0.00
	Total	0.00	0.00

Activity Numbers Starting with "*" are old Activities
 not on this program year's Activity Summary

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GPR HANDBOOK APPENDIX 3: ITEM E CALCULATION OF BALANCE OF UNPROGRAMMED FUNDS

D. RECONCILIATION OF LINE (S) OF CREDIT (LOC) AND CASH BALANCES TO UNEXPENDED BALANCE OF CDBG FUNDS SHOWN ON GPR

Complete the following worksheet and submit with the attachment:

UNEXPENDED BALANCE SHOWN ON GPR (line 13 of htjd 4949.3)	\$	1,167,371	
ADD:			
LOC balance (s) as of GPR Date Cash on Hand:	\$	290,499	
Grantee Program Account		-	
Subrecipients Program Accounts		-	
Revolving Fund Cash Balances	\$	876,872	
Section 108 Accounts (in contract)		-	
total	\$	1,167,371	
SUBTRACT:			
Grantee CDBG Program Liabilities (include any reimbursements due to the Grantee from program funds)			
Subrecipient CDBG Program Liabilities (same instructions as above)	\$	-	
total	\$	-	\$ -
TOTAL RECONCILING BALANCE:	\$	1,167,371	
UNRECONCILED DIFFERENCE:	\$	-	

When grantee or subrecipients operate their programs on a reimbursement basis, any amounts due to the grantees or subrecipients should be included in the Program Liabilities.

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PART IV

TABLES

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**TABLE 2: SUMMARY OF COMMUNITY DEVELOPMENT EXPENDITURES AND ACCOMPLISHMENTS
2012-2013**

Priority Need Category	CDBG Funds		Units	
	Budget	Expended	Proposed	Total Accomplished
AFFORDABLE HOUSING				
• Affordable Rental Housing Rehab (Housing Units) Homestead Park - Final Retention (FY 2010-11)	\$ 16,413	\$ 116,413	25 Reported under HOME	25 Reported under HOME
Momentum (Arbor House)	\$ 53,000	\$ 53,000		
• Housing Improvement Program (Housing Units) Home Access (ADA Retrofit) Grants Paint Grants/Loans & Emergency Repair Grants Energy Efficiency Retrofit Matching Grants	\$ 100,000	\$ 52,971	18	18
Housing Rehabilitation Loan (Revolving Loan Fund)	\$ 150,000	\$ 34,167	2	2
• Fair Housing Outreach (Households)	*	*	30	84
Priority Need Category	CDBG Funds		Units**	
	Budget	Expended	Proposed	Accomplished
COMMUNITY DEVELOPMENT				
• Human Services (Individuals) Bill Wilson Center	\$ 23,174	\$ 23,174	54	54
EHC LifeBuilders	\$ 22,283	\$ 22,283	110	110
Family & Children Services	\$ 21,391	\$ 20,391	27	27
First United Methodist Church	\$ 7,848	\$ 7,848	106	106
MayView Community Health Center	\$ 17,826	\$ 17,826	135	135
Outreach - STAR Program	\$ 31,196	\$ 31,196	115	115
Sunnyvale Community Services	\$ 75,000	\$ 75,000	2115	2,115
YWCA - Support Network	\$ 18,718	\$ 18,718	200	187
Total	\$ 217,436	\$ 216,436	2,862	2,849
• Sidewalk, Curb & Gutter Improvements (FY 2011-12) (Final Pay-out/Retention Payment)	\$ 18,553	\$ 18,553	Reported FY 2011-12	Reported FY 2011-12
• Columbia Neighborhood Center Expansion (Completed May 2012. Final pay-out/retention-includes prior year funds)	\$ 330,293	\$ 330,293	Reported FY 2011-12	Reported FY 2011-12
Priority Need Category	CDBG Funds		Number of Units	
	Budget	Expended	Proposed	Accomplished
ECONOMIC DEVELOPMENT				
Work First Sunnyvale - Job Search Skills Training	\$ 220,000	\$ 219,967	50	51
Notes: * Included in Planning and Administrative expenses ** Proposed and accomplished units for Human Services represent one of various services agencies provide. These numbers represent the Direct Benefit the agency has chosen to report for its Sunnyvale CDBG expenditures.				

TABLE 3: SUMMARY OF ACCOMPLISHMENTS SECOND YEAR PROGRESS IN MEETING 5-YEAR HOUSING AND COMMUNITY DEVELOPMENT OBJECTIVES

Objective		Performance Measure	FY2012-13 Accomplishment	Cumulative 2010-2015 Accomplishment	5-Year Objective	Percent of 5-Year Objective	
Goal A: Affordable Housing							
Objective	1a.	Support affordable rental housing for lower income households (E)	Housing Units	37	172	100	172%
	2a.	Assist low-income first time home buyers	Housing Units	1	5	20	25%
	3a.	Provide Housing Improvement Program (E)	Housing Units	20	59	100	59%
	4a.	Conduct outreach to the community regarding fair housing, and address any identified local barriers to fair housing choice	Households	84	122	150	81%
Goal B: Alleviation of Homelessness							
Objective	1b.	Help people who are currently homeless or at imminent risk of homelessness	Households	68	79	50	158%
Goal C: Other Community Development Efforts							
Objective	1c.	Support provision of essential human services, particularly for special needs populations	Households	2,849	7,354	9,850	75%
	2c.	Maintain/Expand Community Facilities and Infrastructure	Households	0	0	8,000	0%
Goal E: Environmental Sustainability							
Objective	1e.	Support Energy Efficiency/Renewable Energy Programs	Addressed by various activities indicated with an (E) above				

TABLE 4: BENEFICIARIES SERVED/HOUSING UNITS FY 2012-13

CDBG REPORTING: BENEFICIARIES SERVED/HOUSING UNITS	TOTAL Low/Mod	Non-Moderate Income	Moderate Inc Ben 51-80%	Low Income Ben 31-50%	Extremely Low Ben <30%	White	Black/African American	Asian	American Indian/ Alaskan Native	Native Hawaiian/ other Pacific Islander	American Indian Alaskan Native & White	Asian & White	Black/African American & White	Am. Indian/Alaskan Native & Black/African American	Other Multi-Racial	Total Fem Head Household	Hispanic Totals	TOTAL BENEFICIARIES	TOTAL HOUSING UNITS
PUBLIC SERVICES	2849		913	779	1157	1890	131	431	30	121	10	28	40	0	168	961	1140	2,849	
Households Total	2849	0	913	779	1157	1890	131	431	30	121	10	28	40	0	168	961	1140	2,849	
HOUSING																			
Rental Rehab	25	1	5	6	13	13	4	4							4		6	25	25
Rehab-Single Family/Mobile Home	2		2			2												2	2
Paint	5		3	1	1	5										1	1	5	5
Energy	0																	0	0
Emergency	2		1		1	2										1		2	2
Households Total	9	1	11	7	15	22	4	4	0	0	0	0	0	0	4	2	7	34	34
REMOVAL OF ARCHITECTURAL BARRIERS/OTHER	11		4	3	4	11										2		11	11
Households Total	11	0	4	3	4	11	0	0	0	0	0	0	0	0	0	2	0	11	11