

City of Sunnyvale
Substantial Amendment to the 2019-2020 Annual Action Plan

Background

The City of Sunnyvale's Annual Action Plan describes the funding strategy for the Community Development Block Grant (CDBG) and HOME Investment Partnership programs each year. The Annual Action Plan is a tool to assist in implementing the City's five-year Consolidated Plan, and each Annual Action Plan is developed through public input, analyses and planning.

The City's Citizen Participation Plan outlines the steps the City will take to encourage its residents to participate in developing each Annual Action Plan, and any substantial amendments to the Annual Action Plan that are proposed. The following change to the 2019-2020 Annual Action Plan justifies a substantial amendment – initiating the public notice requirements described in the Citizen Participation Plan.

Proposed Substantial Amendment

The City is proposing the following amendment:

1. The addition of a public facility acquisition project using Program Income (up to \$900,000) that is anticipated to be collected during Program Year 2019.
 - a. Sunnyvale Community Services, a local non-profit organization that provides a wide-range of safety net services (food distribution, homeless/housing/youth services, case management, workforce development, etc.) applied for \$900,000 to acquire a larger facility to expand and enhance their services to the local community.

Analysis

This proposal qualifies as a substantial amendment because it meets the criteria described in the City's Citizen Participation Plan:

- To carry out an activity using funds from any program covered by the Consolidated Plan not previously described by the Annual Action Plan.

Public Process

The City provided a public notice in the Sunnyvale Sun on November 8, 2019. Additionally, two public meetings will be held to provide opportunity for public comment:

- November 20, 2019 – Housing and Human Services Commission Meeting, 7:00pm, West Conference Room at Sunnyvale City Hall.
- December 10, 2019 – Sunnyvale City Council Meeting, 7:00pm, Council Chambers at Sunnyvale City Hall -- where adopting the Substantial Amendment will be considered.

Note: City Hall address -- 456 W. Olive Ave., Sunnyvale, CA 94086

Comments may also be submitted to Leif Christiansen by email (lchristiansen@sunnyvale.ca.gov) or by phone: 408-730-7451.

(Process Note: additions/revisions to the 2019-2020 Annual Action Plan are underlined, and red – and deletions have a horizontal line through the center, a strikethrough)

1. On page 17 of the approved Annual Action Plan, amend “Expected Resources – Introduction” as follows:

Introduction (AP-15 Expected Resources)

As shown in Table A below, the City will receive \$1,127,120 in 2019 entitlement CDBG funds and \$400,650 in HOME funds. In addition, the City estimates that it will also receive approximately ~~\$150,000~~ \$1,050,000 in CDBG program income in FY 2019, to be determined at end of fiscal year, and has approximately \$150,000 in disencumbered funds from prior years. This brings the total CDBG funding for FY 2019 to ~~\$1,427,120~~ \$2,327,120. This amount may increase slightly, as additional program income may be received before the end of this fiscal year. Total available HOME funding for FY 2019 will be \$980,889, which includes the new allocation, plus estimated program income administrative reserves and unencumbered funds from the prior program year.

2. On page 18 and 19 of the approved Annual Action Plan, amend Table 6 “Resources – Priority Table” and “Funds Available and Activities Proposed for Funding in FY 2019/20” as follows:

Program	Source of Funds	Uses of Funds	Amount Available Year 5				Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Estimate Program Income: \$	Prior Year Resource : \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,127,120	150,000 <u>1,050,000</u>	150,000	1,427,120 <u>2,327,120</u>	0	Housing Rehabilitation; Public Infrastructure and Facilities; Public Services; Economic Development; Alleviation of Homelessness; Administration

Funds Available and Activities Proposed for Funding in FY 2019/20

AVAILABLE FUNDS	CDBG	HOME
FY 2019-20 Entitlement Grants	\$ 1,127,120	\$ 400,650
HOME PA (Admin Reserves)	\$ 0	\$ 51,094
Estimated Program Income	\$ 1,050,000 150,000	\$ 0
Projected Disencumbered/Fund Balance	\$ 150,000	\$ 529,145
TOTAL	\$2,327,120 1,427,120	\$ 980,889

3. On Page 21 of the approved Annual Action Plan, amend "Table-7 Goals Summary Information" as follows:

Goals Summary Information

4. Table 7 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding 19/20	Goal Outcome Indicator
1	Affordable Housing	2019	2020	Affordable Housing	Citywide	Affordable Housing	CDBG: \$358,646	Homeowner Housing Rehabilitated: 10 Affordable Rental Rehabilitation Housing Unit: 100 Units
2	Alleviation of Homelessness	2019	2020	Homeless	Citywide	Homeless or at Imminent Risk of Homelessness	HOME: \$0 CDBG: \$900,000	<u>Public facility acquisition: 9,000 Households Assisted.</u> City currently has large Tenant-based rental assistance / Rapid Rehousing contract in place with 2018 HOME funds: 50 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding 19/20	Goal Outcome Indicator
3	Other Community Development Efforts	2019	2020	Non-Homeless Special Needs Non-Housing Community Development	Citywide	Public Services or Facilities	CDBG: \$380,557	Public Service Grants and ADA Curb Ramps. Persons Assisted Other: 1900+
4	Expand Economic Opportunities	2019	2020	Expand Economic Opportunities	Citywide	Economic Opportunities for Lower Income People	CDBG: \$432,493	Jobs created/retained: 20 Jobs Other: 80 Other

4. On Page 24 of the approved Annual Action Plan, amend Table 8 – “Project Information” as follows:

#	Project Name
<u>1</u>	<u>CDBG Administration and Monitoring</u>
<u>2</u>	<u>Minor Home Improvement Grants/Loans (Home Improvement Program)</u>
<u>3</u>	<u>Plaza de la Flores Energy Efficiency and Rehabilitation</u>
<u>4</u>	<u>WorkFirst Sunnyvale CBDO Activity</u>
<u>5</u>	<u>Public Services [5 projects]</u>
<u>6</u>	<u>ADA Curb Ramps</u>
<u>7</u>	<u>Home Administration and Monitoring</u>
<u>8</u>	<u>CHDO Set-Aside</u>
<u>9</u>	<u>Public Facility Acquisition Project (Sunnyvale Community Services)</u>

5. On Page 29 of the approved annual action plan, add to the “Project Summary” as follows:

<u>9</u>	<u>Project Name</u>	<u>Public Facility Acquisition Project (Sunnyvale Community Services)</u>
	<u>Target Area</u>	<u>Citywide</u>
	<u>Goals Supported</u>	<u>Alleviation of Homelessness and Other Community Development Efforts</u>
	<u>Needs Addressed</u>	<u>Safety net services for extremely and very low-income residents</u>
	<u>Funding</u>	<u>CDBG: \$900,000</u>
	<u>Description</u>	<u>Purchase a new facility for Sunnyvale Community Services, to expand and enhance their services to the lower income members of the community</u>

<u>Target Date</u>	<u>6/30/2020</u>
<u>Estimate the number and type of families that will benefit from the proposed activities</u>	<u>9,000 to 12,000 extremely and very low-income families will be served annually by Sunnyvale Community Services.</u>
<u>Location Description</u>	<u>Citywide</u>
<u>Planned Activities</u>	<u>CDBG funds will be used towards acquisition of a new facility. Purchase of the facility will allow Sunnyvale Community Services to increase their capacity in assisting clients with food, transportation, housing/financial assistance, case management/benefits counseling, employment assistance, etc.</u>