



Sunnyvale

CITY OF SUNNYVALE

***CONSOLIDATED ANNUAL
PERFORMANCE EVALUATION REPORT
(CAPER)***

***For Fiscal Year 2016-17:
July 1, 2016 - June 30, 2017***

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

DRAFT

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EXECUTIVE SUMMARY

The City of Sunnyvale's FY 2016-2017 *Consolidated Annual Performance Evaluation Report (CAPER)* describes the progress made towards achieving the housing and community development goals identified in the City's *Five-Year (2015-2020) Consolidated Plan*, focusing on the goals and programs identified in the FY 2016-17 Action Plan, and includes activities funded in previous fiscal years with accomplishments reported during FY 2016-17. The FY 2016-17 CAPER covers the period from July 1, 2016 to June 30, 2017 and is the second annual report of this Consolidated Plan period. This 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 document is a tool used by HUD and the City to evaluate accomplishments and actions taken during the previous program year.

Summary of the Consolidated Plan Process

The City of Sunnyvale receives annual entitlement grants of federal Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds from HUD. HUD provides these funds to the City for various activities that benefit low-income people and/or areas of the City, such as affordable housing, public services, public improvements, and other community development activities.

As a CDBG/HOME entitlement grantee, the City is required to prepare a five-year strategic plan called a Consolidated Plan or "ConPlan". The ConPlan identifies the housing and community development needs of lower-income people and areas of 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 ConPlan process, the City is also required to prepare an Action Plan for each year of the ConPlan. The Action Plan establishes the community's objectives for meeting the needs described in the ConPlan; identifies resources available within the community to meet ConPlan goals; and describes a one-year plan and budget for the intended uses of the City's CDBG and HOME funds, and any other HUD funds that may be available. At the end of each fiscal year, the City prepares a CAPER to report on the City's progress in meeting the goals and priorities in its ConPlan.

In FY 2016-17, the City met most of the annual goals that were identified in its 2016-17 Action Plan and/or Strategic Plan.¹ The CAPER focuses on projects and programs funded with CDBG and HOME funds.

The FY 2016-17 CAPER 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 any comments submitted have been addressed within the CAPER.

Federal Resources

The City received entitlement grants of \$1,037,051 in CDBG funds and \$308,842 in HOME funds for FY 2016-17. In addition, \$127,679 in disencumbered CDBG grant funds were allocated to FY 2016-17 projects. The City also received \$206,542 in CDBG program income (loan payments) in FY 2016-17, of which \$150,000 was deposited into the City's Housing Rehabilitation Revolving Loan Fund (RLF), and the balance was allocated to eligible CDBG activities in the City's FY 2016-17 Action Plan. A total of \$140,342 in HOME program income was received during the fiscal year as HOME loan payments and allocated to eligible HOME activities.

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

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a): *An overview that includes major initiatives and highlights that were proposed and executed throughout the program year.*

Two of the most important goals in the 2015-2020 ConPlan and the 2016-17 Action Plan were affordable housing and alleviation of homelessness. The highlights and initiatives described below were designed to address one or both of these goals.

Highlights:

- In June of 2017, construction began on a new affordable rental housing project: Edwina Benner Plaza, a 66-unit affordable rental project at 460 Persian Drive in Sunnyvale. This project was funded with loans of \$600,000 in City HOME funds and \$7.43 million in local City "Housing Mitigation" funds. The project includes one-, two- and three-bedroom apartments affordable to lower-income households with incomes ranging from 30 percent to 60 percent of area median income. Thirteen of the units are reserved for homeless applicants. The project developer is MidPen Housing Corp., a local non-profit affordable housing developer. The project was also awarded federal low-income housing tax credits and loans from the County of Santa Clara and the Housing Trust of Silicon Valley.

Initiatives:

- Tenant-Based Rental Assistance (TBRA) Program: the City's TBRA program, funded with HOME funds, provides rental assistance similar to a Section 8 voucher but for a maximum term of up to two years. The program is available to homeless clients and very low income households at immediate risk of homelessness. Clients must either be working, job-seeking, or have the ability to obtain employment or other sources of income after the two-year period ends, so that they can take over their full rent payment at that time. The clients are provided with case management and housing search assistance by partnering non-profit agencies (referring agencies) that help them find and apply for units to rent, maintain or obtain employment and benefits, and address related needs. This program began in 2011 as a pilot project and is now operating at full capacity, with as many clients leased up as the current funding allows. The program is administered directly by Abode Services, a non-profit agency.
- WorkFirst Sunnyvale Program: this innovative program, funded by CDBG as an employment development activity, provides workforce training, job-search skills, volunteer experience, career counseling, and case management to homeless clients, as well as supportive services such as food assistance, mainstream benefits enrollment, and housing assistance. The program is implemented by two agencies which also collaborate closely with the City on implementation of the TBRA program: Sunnyvale Community Services and Downtown Streets Team (DST). The two programs complement each other in the City's effort to help people get and maintain jobs and housing.

Through participation in volunteer activities, which included neighborhood clean-up efforts such as litter removal, the Sunnyvale DST team members (program clients) can develop a sense of belonging and stewardship in their community, which is a very important aspect of sustained recovery from homelessness. During the program year, 52 WorkFirst Sunnyvale clients graduated from Job Search Skills classes, 27 clients obtained regular paid employment and maintained it for at least 90 days, and 6 clients were assisted in obtaining housing.

- Crescent Terrace Apartments Renovation: rehabilitation of a 48-unit affordable rental property for lower-income seniors, owned by MidPen Housing Corp. Originally funded in 2015, this project was slightly delayed due to the elevator breaking down shortly after the project was approved. That required a major mechanical overhaul that was not included in the original scope of work. The scope of work was modified with City approval to include the elevator work and increase the project budget and CDBG loan amount by \$100,000, provided from the CDBG Revolving Loan Fund, for a total of \$600,000 in CDBG funds, as well as \$550,000 in HOME funds. The onsite work was completed in Summer of 2017, and the project is complete, pending expiration of the 30-day lien release period and final retention payment, both of which are expected to occur by November 1.

Table 1 below summarizes major accomplishments achieved during Program Year 2016-17, the second year of the ConPlan period.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Table 1: Accomplishments: Program Year & Strategic Plan to Date (FY 2016-17 and 2015-2020 Plan Total to Date)

| Goal | Category | FY 2016-17 Amount Budgeted | Indicator | Unit of Measure | 5-Year Goal | 5-Year Results | % of 5- Yr Goal | 1-Year Goal | 1-Year Result | % of 1-Yr Goal |
|-------------------------------|---|---|---|-------------------------|----------------|--|----------------------------|----------------|--------------------------|-----------------------------|
| Affordable Housing | Rental Housing Rehabilitation | \$100,000 (plus \$1,050,000 in FY 15-16) | Units rehabilitated | Housing Units | 50 | 0 (48 in progress) | 0% (96% in progress) | 10 | 0 (48 in progress) | 0% (480% in progress) |
| | Rental Housing Constructed | HOME: \$626,520 | Units constructed | Housing Units | 50 | 0 (3* in progress) * in 66-unit project | 0% (6% in progress) | 6 | 0 (3 in progress) | 0% (50% in progress) |
| | Home Improvement Program | CDBG: \$50,037 CDBG RLF: \$150,000 | Owner- occupied homes improved | Housing Units | 50 | 17 | 34% | 10 | 4 | 40% |
| | Fair Housing | CDBG: \$20,000 | Services provided | Households | 100 | 69 | 69% | 20 | 38 | 190% |
| Alleviate Homelessness | Tenant-based Rental Assistance | \$0 (\$419,000 from prior years) | Units leased | Households | 50 | 55 | 110% | 12 | 28 | 233% |
| Alleviate Homelessness | CBDO Economic Development Activity | CDBG: \$404,225 | Services provided | Individuals | 300 | 106 | 35% | 50 | 52 | 104% |
| Expand Economic Opportunities | | | Job Placements | Jobs | 60 | 61 | 102% | 15 | 27 | 180% |
| Community Development | Public (Human) Services | CDBG: \$190,000 | Services Provided | Individuals | 2,670 | 845 | 32% | 396 | 419 | 106% |
| | Maintain/Expand Community Facilities and Infrastructure | CDBG: \$190,000 | Curb Cuts | # of curb cuts | 52 | 26 | 50% | 24 | 26 | 108% |
| | | CDBG: \$200,000 | Persian Drive Sidewalk Extension | linear feet of sidewalk | 1,500 | 0 | 0% | 1,500 | 0 | 0% |

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

Assessment of One Year Goals – FY 2016-17

The highest priority in Sunnyvale in recent years has been expanding affordable housing supply and addressing homelessness. Both of these issues are major challenges facing the greater region (Silicon Valley and larger San Francisco Bay Area) as well as in many major metro areas around the U.S. in recent years. Sunnyvale has a long tradition of innovative policies and actions designed to address affordable housing, homelessness, and related priorities. The 2015-2020 Consolidated Plan focuses on expanding and preserving the existing supply of affordable housing, improving neighborhoods and increasing accessibility for persons with disabilities, alleviating homelessness, and supporting programs that help lower-income and special needs residents meet their basic needs in order to thrive in the community. All of these have been identified as priority needs in Sunnyvale. The majority of funding covered by the Action Plan was used to address these affordable housing, homelessness, and related priority needs, as shown in the table above and described below.

AFFORDABLE HOUSING

Funding for housing-related priority needs was provided in accordance with the FY2016-17 Action Plan, as follows:

1. Support affordable rental housing for lower income households

- *Housing projects initiated or in progress in FY 2016-17:*

Benner Plaza - Construction of New Affordable Rental Housing (66 affordable rental units, 3 HOME units)

460 Persian Drive, Sunnyvale

Borrower: MP Edwina Benner Associates L.P. (affiliate of MidPen Housing Corp.)

HOME Loan: \$600,000

This project is currently in progress. Escrow on this loan closed in May 2017. Construction began in May and is planned for completion by December 2018.



Benner Plaza Housing Project Under Construction

- *Housing projects funded in FY 2015/16 and nearing completion during the program year:*

Crescent Terrace Rehabilitation Project (48 affordable senior rental units)

130 Crescent Avenue, Sunnyvale

Borrower: MidPen Housing Corp.

Loan of \$1.15 million: \$600,000 CDBG; \$550,000 HOME

An additional \$100,000 was provided out of the CDBG Revolving Loan Fund during the program year for a total of \$600,000 in CDBG funds to modify the rehabilitation scope of work to include repair costs to the elevator. Project completion is expected by early fall.

2. Home Improvement Program (HIP)

Owner-Occupied Housing Rehabilitation Loan Program

Housing rehabilitation is one of the priorities in the five-year Consolidated Plan. The HIP program, available city-wide, provides deferred loans of up to \$60,000 for rehabilitation of owner-occupied, single family homes and up to \$15,000 for mobile homes. During the reporting period, the City funded one single family substantial rehabilitation loan from its revolving loan fund. This project

is currently in progress. Continued 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, and marketing the program to likely eligible homeowners through various outreach channels including newsletters, blogs, brochures, flyers, email and website postings, and through non-profit partners. The HIP brochure is translated into Spanish and City staff is available to assist customers in English or Spanish, as well as other languages upon request, consistent with the City's Language Access Plan. Key materials also include a disclosure notice in six languages representative of the community such as Spanish, Vietnamese, Mandarin, Korean, Hindi, and Tagalog.

Home Access, Paint, and Emergency Repair Program

This program assists special needs and very low-income households, and is available city-wide. Over \$9,120 was expended to provide accessibility improvements at two homes occupied by disabled persons, including installation of electric wheelchair lifts at mobile homes. Approximately \$5,000 was issued in grants to provide paint and/or emergency repairs to two homes.

Energy Efficiency Matching Grant Program

This pilot program began in FY 2010 as an option typically combined with a rehabilitation loan on a single-family home. During the program year, there were no matching grants provided. Staff continues to collaborate with the other City Departments and the County to market this program, in conjunction with similar efforts provided through the CA Energy Upgrade program.

3. Fair Housing Services

Fair Housing

The Law Foundation of Silicon Valley provides fair housing services to Sunnyvale residents. These services 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. A total of 38 Sunnyvale clients received fair housing services funded by the CDBG grant to the Law Foundation during the program year.

The City continues to support fair housing efforts by providing information to the public about fair housing through the Housing Division's website and monthly e-newsletter, by posting flyers and brochures in various public facilities, sharing information with regional community organizations via listservs etc., and by organizing fair housing outreach events in April of each year.

ALLEVIATION OF HOMELESSNESS

Programs designed to address this need aim to help people who are currently homeless or at imminent risk of homelessness to obtain employment or other sources of income, supportive services, and/or transitional rental assistance (TBRA) to obtain housing and achieve stability.

Actions to Address the Needs of Homeless Persons

In the past several years, the City provided financial and related development assistance to enable development of 117 new permanent supportive housing units within the Parkside Studios and Onizuka Crossing projects, completed in 2015 and 2016 respectively.

The City also provided \$404,225 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, working

with the local Downtown Streets Team.

Funded in FY 2015-16, the City's Tenant Based Rental Assistance (TBRA) Program, administered by Abode Services, expended \$386,597 in HOME funds during the 2016 program year to assist 28 households currently experiencing or at imminent risk of homelessness, to obtain and maintain rental housing through use of TBRA vouchers. Each tenant is provided up to two years of assistance through this program.

COMMUNITY DEVELOPMENT

Removal of Architectural Barriers – (ADA Curb Retrofits to Sidewalks and Street)

During FY 2016/17, the City provided CDBG funding to the Public Works Department to improve accessibility of local sidewalks by completing 26 ADA curb retrofits.

Persian Drive Sidewalk Extension

The City allocated \$200,000 in 2016 CDBG funds to MidPen Housing to construct a new public sidewalk, drainage and related improvements along a segment of Persian Drive between Morse and Borregas Avenues where no sidewalk currently exists to improve pedestrian linkages to and from the Edwina Benner Housing Project and the existing residential area. At the same time, MidPen also applied for State funding to fund the remainder of the costs for this project, estimated at nearly \$1 million. That application was not successful, leaving a funding gap for this sidewalk project. Because the sidewalk extension would complete a critical neighborhood linkage for pedestrians and bikers in this neighborhood, the City allocated an additional \$482,132 in CDBG funds and a small amount of local funds for the sidewalk extension in the 2017 Action Plan and City budget. Staff is currently working with staff in several City departments and MidPen staff to finalize the project budget and funding agreements, and expects construction to begin within the next six months.

Human Services

The City provided CDBG funding for human services (charitable) programs that serve various special needs clients (seniors, at-risk youth, disabled people, homeless people, domestic violence survivors, etc.). The CDBG grants typically represent just a very small portion of these agencies' overall operating budgets, and they serve many other clients (in Sunnyvale or elsewhere) beyond the numbers noted below, which include only the clients served with the City's CDBG grants for the specific services described below.

The Bill Wilson Center provides individual, couple, family and group counseling services to assist individual youth and their families with emotional and mental health issues. A CDBG grant of \$25,000 was provided to this agency to provide 238 counseling sessions to 42 unduplicated clients during the year. Additionally, the Bill Wilson Center operates a youth shelter and provides, care, and transitional housing for at-risk youth using other funding sources.

LifeMoves (formerly known as InnVision Shelter Network) provides shelter and comprehensive supportive services for Sunnyvale homeless clients at several shelter facilities in San Jose, including one for homeless women with or without children, and two for single adults, one of which serves those with mental health conditions. LifeMoves received \$50,000 in CDBG funds to provide 883 bed nights to 12 homeless Sunnyvale residents. Residents also received intensive case management and comprehensive supportive services.

The Sunnyvale Senior Nutrition Program, hosted by the First United Methodist Church, 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 \$15,000 in CDBG funds to provide 1,773 hot meals to 136 Sunnyvale 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 1,847 bags of healthy, nutritious food to 180 lower-income clients through the Year-Round Food Assistance Program.

YWCA Support Network provides crisis counseling and related services to survivors of domestic violence who reside in Sunnyvale. This program received \$15,738.81 in CDBG funds from the City to provide a total of 209 sessions of individual counseling, group counseling, support groups, and/or children's play therapy to 49 Sunnyvale residents.

EXPAND ECONOMIC OPPORTUNITIES

"Work First Sunnyvale" Workforce Development Program (CBDO Activity)

Certified as a Community-Based Development Organization (CBDO), Sunnyvale Community Services (SCS) implements 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. During the program year, 52 clients graduated from Job Search Skills classes, 27 obtained regular paid employment, and 6 obtained housing. Several program highlights are described in the Goals and Outcomes section above.

CR-10 - Racial and Ethnic composition of families assisted

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

Table 2: Assistance provided, by race and ethnicity of household head, and by source of funds

| | CDBG | HOME |
|---|-------------|-------------|
| White | 299 | 24 |
| Black or African American | 21 | 3 |
| Asian | 110 | 2 |
| American Indian or American Native | 6 | 2 |
| Native Hawaiian or Other Pacific Islander | 23 | 0 |
| Black or African American & White | 0 | 1 |
| Other Multi-Racial | 29 | 5 |
| Total | 488 | 37 |
| Hispanic | 12 | 11 |
| Not Hispanic | 476 | 26 |

Narrative

As reflected in the table above, the City of Sunnyvale's programs served a diverse population generally representative of the Sunnyvale population. The City's outreach materials and agreements with subrecipient agencies require that funded programs be inclusive and accessible to all local populations in a non-discriminatory manner consistent with CDBG and HOME requirements.

CR-15 - Resources and Investments 91.520(a)**Identify the resources made available****Table 3: Resources Made Available**

| Source of Funds | Resources Made Available | Amount Expended During Program Year |
|-----------------|--------------------------|-------------------------------------|
| CDBG | \$2,889,085 | \$1,750,375 |
| HOME | \$2,343,569 | \$1,703,508 |

Narrative

Table 3 lists the amount of funding available in all CDBG and HOME accounts during FY 2016-17. Of that amount, the amounts shown in the right-hand column were spent during that year. The remaining funds are either being spent currently or will be spent soon on current projects and programs, or will be reallocated to new activities as part of the FY 2018-19 Action Plan.

Identify the geographic distribution and location of investments**Table 4: Identify the geographic distribution and location of investments**

| Target Area | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description |
|-------------|----------------------------------|---------------------------------|-----------------------|
| N/A | N/A | N/A | See below |

Narrative

The City does not have any target areas for CDBG/HOME investments, as explained further in the ConPlan and Action Plans. 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 capital projects are assisted at a specific site, based on the location of the project, but projects may be proposed in any area of the City. There are no parts of the City suffering from “blight” or high poverty/unemployment rates that would warrant targeting efforts. Human services programs are delivered in a number of facilities and locations throughout the City, and in some cases just outside the City, as long as Sunnyvale residents are being served by the program. 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.

Leveraging

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

Federal funds are highly leveraged with other sources, as the amount of federal funding available typically constitutes just a small fraction of the total cost of the funded activities. The City encourages 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 funds (from impact and in-lieu fee revenues) 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 \$135,000 in General funds to human services agencies in 2016-17. 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. 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 of this CAPER.

Table 5: Fiscal Year Summary HOME Match Report

| Fiscal Year Summary – HOME Match | |
|--|--------------|
| 1. Excess match from prior Federal fiscal year | \$20,179,747 |
| 2. Match contributed during current Federal fiscal year | \$18,189,400 |
| 3 .Total match available for current Federal fiscal year (Line 1 plus Line 2) | \$38,369,147 |
| 4. Match liability for current Federal fiscal year | \$374,267 |
| 5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4) | \$37,994,880 |

Table 6: Match Contribution for the Federal Fiscal Year

| Project No. or Other ID | Date of Contribution | Cash (non-Federal sources) | Foregone Taxes, Fees, Charges | Appraised Land/Real Property | Required Infrastructure | Site Preparation, Construction Materials, Donated labor | Bond Financing | Total Match |
|-------------------------|----------------------|----------------------------|-------------------------------|------------------------------|-------------------------|---|----------------|--------------|
| various | PY2016 | \$18,189,400 | | | | | | \$18,189,400 |

Table 7: HOME Program Income FY 2016-17

| Program Income | | | | |
|--|---|---|--------------------------|--|
| Balance on hand at beginning of reporting period | Amount received during reporting period | Total amount expended during reporting period | Amount expended for TBRA | Balance on hand at end of reporting period |
| \$336,322 | \$140,342 | \$420,445 | \$6,120 | \$56,219 |

HOME MBE/WBE report (next page)

The data for the MBE/WBE report is collected for the federal fiscal year (October 1 through September 30). Since this report was prepared before that period, the data is not yet available, but will be inserted before staff submits the CAPER to HUD.

**Table 8: Minority Business Enterprises and Women Business Enterprises:
FFY: 10/01/15-09/30/16**

| Contracts | Total | Minority Business Enterprises | | | | White Non-Hispanic |
|---------------|-------------|-----------------------------------|---------------------------|--------------------|-----------|--------------------|
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Number | 1 | 0 | 1 | 0 | 0 | 0 |
| Dollar Amount | \$17,885 | \$0 | \$17,885 | \$0 | \$0 | \$0 |
| Sub-Contracts | | | | | | |
| Number | 11 | 0 | 4 | 1 | 3 | 3 |
| Dollar Amount | \$1,305,686 | \$0 | \$827,130 | \$46,500 | \$358,192 | \$73,864 |
| Contracts | Total | Women Business Enterprises | Male | | | |
| Number | 1 | 0 | 1 | | | |
| Dollar Amount | \$17,885 | \$0 | \$17,885 | | | |
| Sub-Contracts | | | | | | |
| Number | 11 | 5 | 6 | | | |
| Dollar Amount | \$1,305,686 | \$427,542 | \$878,144 | | | |

Table 9: Minority Owners of Rental Property [N/A]

| Minority Owners of Rental Property: Number of HOME-assisted rental property owners and the total amount of HOME funds in these rental properties assisted | | | | | | |
|---|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| | Total | Minority Property Owners | | | | White Non-Hispanic |
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Number | 0 | n/a | n/a | n/a | n/a | n/a |
| Dollar Amount | \$0 | n/a | n/a | n/a | n/a | n/a |

Not Applicable. All of the HOME funds used by the City to assist affordable rental developments was provided to properties owned and managed by non-profit entities, not individual investors.

Table 10: Relocation and Real Property Acquisition

Not Applicable. None of the projects funded with CDBG or HOME funds during this program year involved any tenant relocation or acquisition.

CR-20 - Affordable Housing 91.520(b)

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

Table 11: Number of Households

| | One-Year Goal | Actual |
|--|----------------------------|-----------------------|
| Number of homeless households to be provided affordable housing units* | 0 | 0 |
| Number of non-homeless households to be provided affordable housing units | 6 | 0 (3 in progress) |
| Number of special-needs households to be provided affordable housing units | 0 (47: FY 2015-16 Goal) | 0 (47 in progress) |
| Total | 6 | 0 |

Table 12: Number of Households Supported

| | One-Year Goal | Actual |
|--|----------------------|-------------------------|
| Number of households supported through rental assistance | 12* | 28 |
| Number of households supported through the production of new units* | 6 | 0 (3 in progress) |
| Number of households supported through the rehab of existing units* | 57 | 4 **(47 in progress) |
| Number of households supported through the acquisition of existing units | 0 | 0 |
| Total | 75 | 32 |

* Includes 2nd year TBRA Program goal, funded in PY2015.

**Crescent Terrace Rehab, funded in PY2015.

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

The FY 2016-17 Action Plan included a goal to provide a \$600,000 HOME loan to a project, Benner Plaza, that would include an estimated 6 new HOME-funded units, within a larger project of 66 units total. Most of the project funding came from various non-HOME sources, including City, County, and tax credit financing. Once the project costs and funding sources were clarified and staff performed the HOME subsidy layering analysis as required by HOME regulations, it turned out that the City's HOME loan was only enough to assist 3 units, rather than the initial estimate of 6. Regardless, the project still includes 66 total units, and the affordability restrictions will be relatively similar whether they are designated HOME units or not, based on all the restrictions imposed by the various funding entities. The project is currently under construction and will be completed in 2018, so the 3 HOME units will be reported as completed in next year's CAPER.

Discuss how these outcomes will impact future annual action plans.

These outcomes show that the City is on track to meet most if not all the goals in the 2015-2020 Consolidated Plan by the end of 2020, barring any major unforeseeable events that would prevent the City from doing so, and assuming that the federal funds for these grants continue to be appropriated annually by Congress.

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

Table 13: Number of Households Served

| Number of Households Served | CDBG Actual | HOME Actual |
|---|--------------------|--------------------|
| Extremely Low Income (up to 30% of Area Median) | 235 | 24 |
| Very Low Income (30% - 50% of AMI) | 209 | 3 |
| "Moderate" Income (51% - 80% of AMI, generally referred to as "Low Income" in California) | 20 | 1 |
| Total | 464 | 28 |

Narrative Information

In total, the CDBG and HOME funds expended by the City during the program year assisted 492 households. Of those households, 259 had extremely low incomes, 212 had very low incomes, and 21 had low incomes (referred to as "moderate" by the federal CDBG program).

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

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The WorkFirst Sunnyvale, West Valley Haven to Home, and LifeMoves programs include outreach to homeless clients and assessment of their needs.

Addressing the emergency shelter and transitional housing needs of homeless persons

Two of the human services grants (to LifeMoves and the YWCA) helped these agencies provide shelter, transitional housing, and services to homeless clients and victims of domestic violence. In addition, the TBRA is a transitional housing program for homeless households, providing assistance for up to two years.

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

Several of the Human Services grants supported the provision of services intended to prevent homelessness of Sunnyvale residents including the grants to Sunnyvale Community Services, LifeMoves (InnVision/Shelter Network), YWCA, and Bill Wilson Center. In addition, the fair housing services provided also helped tenants avoid eviction and/or homelessness by addressing discrimination practices. In addition to the activities funded with CDBG, the City also provided assistance to other programs that aim to prevent homelessness using local funds. These include grants to Senior Adults Legal Services, West Valley Community Services, and funding for tenant-landlord mediation programs. The City also provided a second year of funding to the Homelessness Prevention and Rapid Re-Housing (HPRR) Program with \$250,000 from the City's former redevelopment agency housing fund.

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

Several of the activities funded helped homeless clients and families transition to permanent housing, including: WorkFirst Sunnyvale, and the human services grants to LifeMoves, West Valley Community Services, and YWCA. Although funds were not allocated in FY 2016/17 for TBRA, the City continued to administer the program and provide assistance with prior year HOME funds. The total CDBG funding for these activities was \$489,225 in FY 2016-17, plus \$10,000 in

General Funds for the grant to West Valley Community Services.

During the program year, the City provided a significant amount of funding (\$790,822) for activities that helped homeless people obtain housing and jobs (WorkFirst Sunnyvale and TBRA). In addition, the City continues to participate in the county-wide efforts, such as the CoC and Destination Home, to end homelessness throughout the County. In addition, in FY 2013-14, the City provided over \$10 million in local and HOME funds to assist the development of the recently completed Parkside Studios and Onizuka Crossing projects, which include 47 permanent supportive housing units for homeless clients.

CR-30 - Public Housing 91.220(h); 91.320(j)**Actions taken to address the needs of public housing****Actions taken to encourage public housing residents to become more involved in management and participate in homeownership****Actions taken to provide assistance to troubled PHAs**

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 its efforts to provide Section 8 vouchers, mortgage credit certificates, supportive services and other assistance to Sunnyvale residents. The City also supports the HACSC in its efforts to increase federal appropriations for Section 8 and other affordable housing programs in Sunnyvale and in the County.

The City partnered with the Housing Authority on several efforts in recent years, including a joint TBRA program for clients on the Section 8 waiting list, and several Sunnyvale housing projects which were awarded project-based vouchers, including the Fair Oaks Senior Housing project, two senior group homes, and two new affordable rental projects (Parkside Studios and Onizuka Crossing).

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

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

The City does not impose any public policies that unreasonably constrain housing development. There are no growth limitations or rent control policies, and property tax policies are largely set by the State. The City's land use designations and zoning are supportive of development of a wide variety of housing types, including single- and multi-family housing, ownership and rental, mobile homes, manufactured/modular housing, and so on. The City follows the State building code, and its fees and charges are reasonable and consistent with prevailing prices in the region. Over the past ten years, between 2007 and 2016, a total of 4,905 new housing units were issued building permits by the City, for an average of 491 new units per year. Fifty-six percent of these units were multi-family rental units, while 44% were homes intended for sale, including townhomes, condominiums, and single-family homes.

In 2014-15, the City updated the Constraints Analysis of its Housing Element, as required under California Housing Element law (Government Code 65580), to analyze city policies and land use regulations to determine if they had any negative effects on development. The State determined, with its certification of the City's 2015-2023 Housing Element, that the City does not currently implement policies that create barriers to affordable housing. Additional detail is available in the City's Housing Element², which is provided in its entirety on the City's website and in the Library. As noted above, thousands of new dwelling units of various types and price points have been developed and additional units renovated in recent years, in most cases without any direct assistance from the City. This provides evidence that the City's policies do not unduly constrain residential development. In addition, the City has successfully assisted a number of affordable housing developments in recent years, which demonstrates that City policies do not have negative effects on assisted housing production.

Non-governmental barriers, primarily market factors such as high land costs, construction costs, and high prevailing market prices for housing, have been the primary challenges facing jurisdictions in the region, including Sunnyvale, in recent years, not public policies. These barriers are addressed, within the City's limited ability to address them, through the housing activities listed in the City's Action Plan and through the goals and policies listed in the Housing Element.

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

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. For instance, in 2016 the City provided a loan of \$5 million in local housing funds to assist the acquisition of a site for the Benner Plaza new affordable rental housing development of 66 units, including at least three homeless units. An additional \$2.43 million in local housing funds was provided this past year to increase the number of units available to current Sunnyvale applicants. The City's FY 2016/17 Action Plan allocated \$626,520 in HOME funds towards construction of this project, which is located at 460 Persian Drive in Sunnyvale. Construction began last May with an expected completion in fall 2018.

² <https://sunnyvale.ca.gov/civicax/filebank/blobdload.aspx?BlobID=23978>

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

The City continues to provide lead-based paint testing and assessment services on all housing built before 1978 that receives 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 about lead-based paint hazards is given to all property owners and residents before any rehabilitation work begins. The City also requires that all participating 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, there were no homes tested for lead, as there were no projects that required testing.

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

In April 2016, the City adopted a new minimum wage ordinance to increase the minimum wage to \$15 by 2018. The current Sunnyvale minimum wage increased to \$13/hour on January 1, 2017. The ordinance includes an annual adjustment based on inflation starting on January 1, 2019, and every January 1 thereafter. This action alone will help many workers increase their household incomes to above the federal poverty levels.

Employment Development EffortsNOVA (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 Innovation and Opportunity Act (WIOA). NOVA serves a consortium of seven cities in northern Santa Clara County (Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara, and Sunnyvale), as well as all of San Mateo County. 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 continuing to decline, NOVA's WIOA funding for FY 2016–17 decreased by 8% from FY 2015–16. However, due to an increase in layoffs in the area, NOVA provided 48,538 unique services to 4,193 job seekers over the course of the year, only a 3% decrease in customers from the prior year.

A total of 884 Sunnyvale adults accessed the NOVA Job Center, receiving 14,005 services. NOVA enrolled 39 Sunnyvale youth who received in-depth career guidance services and/or work experience. NOVA responded to a large increase in layoffs experienced by companies in the region, with 96 layoff events at 58 companies, impacting over 6,500 individuals. Eleven of the layoffs affected 814 employees in Sunnyvale.

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

1. In January 2016 NOVA was awarded a \$3.2 million grant to serve job seekers laid off from the technology industry. The grant will provide career advising, job search workshops and resume assistance, and skills training where necessary for individuals to update their skills to be competitive in attaining new employment. NOVA plans to serve 920 participants during the term of the grant, which runs through December 31, 2017.

2. In FY 2014-15, NOVA was awarded a \$5.3 million grant specifically to work with individuals who have been out of work for over six months. The grant focuses on providing training in technology occupations to mid- to high-skilled job seekers throughout the Silicon Valley region, including San Francisco, San Mateo and Santa Clara Counties, and southern Alameda County. Several strategies unique to this population are being piloted through this grant, including intensive career advising, work experience, and financial counseling as needed. Over 1,200 participants will be served over the term of the grant, which ends October 31, 2018.
3. The *LinkedIn for Good* Foundation awarded NOVA a third \$30,000 grant to prepare low-income disadvantaged youth in this community for careers in a technology-driven economy. *LinkedIn* has been actively engaged in the NOVA youth program through hosting a variety of events for youth at its Sunnyvale campus.
4. In June, *Google.Org*, Google's philanthropic organization, awarded the *NOVAworks* Foundation a \$250,000 grant to build dedicated pathways for low-income youth and young adults to careers in the heart of the Silicon Valley innovation economy. The initiative will provide up to 60 low-income community members with the career navigation skills, networking support, and technical tools to prepare them for higher education opportunities and careers in high-skill, in-demand industries.

Work First Sunnyvale

As noted above, the City provided CDBG funding through the FY 2016-17 Action Plan to continue operating the WorkFirst Sunnyvale workforce development program that aims to reduce poverty, primarily serving homeless people, by helping them gain employment and/or increase earned income, and helping them move into housing. The program helps homeless clients obtain employment and/or other sources of income, and adequate support services/networks to obtain housing and achieve stability. Activities included job readiness training, job search skills training, development of employer networks, job coaching, and job placement.

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

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

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.

The City works with the State, neighboring cities, the Housing Authority of Santa Clara County (HACSC) and the County of Santa Clara, the Housing Trust of Silicon Valley, and other private and/or non-profit 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 regional housing policy, and any other interested industry partners, such as lenders, builders, and real estate industry associations.

The City works with the above-mentioned entities in an effort to provide adequate and affordable housing for residents of Santa Clara County, particularly for those who live and/or work in 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. In late 2016, voters of Santa Clara County passed Measure A, an affordable housing bond, that will provide nearly a billion dollars over ten years to support affordable housing production and related housing programs throughout the county. The City has been actively collaborating with staff of the County and other cities in planning programs and projects that will be able to utilize the Measure A bond funds, and the Sunnyvale Mayor is one of the members on the County's Measure A Bond Oversight Board, to further strengthen the City's role in this important regional housing effort.

Most human service agencies and affordable housing developers that receive funding through the City's entitlement grants serve either the entire county or several counties in the South Bay region, or even larger areas. 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 and projects.

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

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 which holds quarterly meetings to discuss activities, technical assistance issues, and identify future opportunities for coordination and cooperation between local governments, housing providers, social service agencies, and the Housing Authority.

The City also participates in the County's Continuum of Care (CoC), comprised of governmental agencies, homeless service and shelter providers, homeless persons, housing advocates, affordable housing developers, and various private parties, including businesses and foundations. The CoC 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 actions included in the City's FY 2016/17 Action Plan to address housing needs and homelessness are consistent with the CoC's plans and policies.

The City also coordinates with other regional agencies, such as the Housing Trust of Silicon Valley, Joint Venture Silicon Valley, NOVA, the county-wide Fair Housing Task Force, the Valley Transportation Authority, and a number of other non-profit or public agencies, to achieve the goals described in the City's FY 2016/17 Action Plan.

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

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 2015-20 Consolidated Plan and 2010 Census data. The AI is available on the City's website.

The Housing Division continues to follow updates related to the new Fair Housing Rule. The Housing Division understands that the Assessment of Fair Housing (AFH) is not due to HUD until 9 months prior to the start of a new consolidated plan, which will be sometime in 2019.

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.

Actions to Affirmatively Further Fair Housing

Sunnyvale was involved in the following activities to affirmatively further fair housing during FY 2016-17:

- Provided accessibility improvement grants for 2 homeowners with physical disabilities.
- 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.
- In honor of Fair Housing Month, City staff partnered with Silicon Valley Law Foundation to hold two Fair Housing presentations at the Library.
- Provided additional CDBG funding for a major elevator repair to maintain housing accessibility at Crescent Terrace, which provides affordable rental housing for lower-income seniors.

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 and new housing opportunities, such as the up-coming Benner Plaza development. 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 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.

CR-40 - Monitoring 91.220 and 91.230

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

Monitoring

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 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 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. At least every two years, City staff conducts on-site programmatic and internal control monitoring, and visits its funding recipients to review the 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 biennial evaluations of these agencies. These evaluations are submitted to the Housing and Humans Services Commission for review during the grant application process.

Staff inspected all HOME housing rental units due for inspection in FY 2016-17. Overall, 120 units were monitored. Staff also monitored annual reports and/or leasing files for compliance with rent and income limits. All projects were in compliance with the City's housing standards. A sample of 79 units were inspected for Housing Quality Standards (HQS) compliance.

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 CDBG/HOME sub-recipients to actively solicit minority and women-owned businesses in their procurement of goods and services related to HOME-funded projects.

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

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

A notice informing the public of the availability of the CAPER was published in the Sunnyvale Sun on September 1, 2017.

The draft CAPER was available for public review and comment for a 15-day period, beginning September 4, 2017 and concluding on September 20, 2017. Copies of the draft report were available at the City's One-Stop Permit Center and by going to the federal programs link found on the City's website: <https://sunnyvale.ca.gov/property/housing/default.htm>. The Housing and Human Services Commission held a public hearing on Wednesday, September 20, 2017 to take public comment.

CR-45 - CDBG 91.520(c)

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

Not Applicable

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not Applicable

CR-50 - HOME 91.520(d)**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Staff inspected all HOME housing rental units due for inspection in FY 2016-17. Overall, 120 units were monitored. Staff also monitored annual reports and/or leasing files for compliance with rent and income limits. All projects were in compliance with the City's housing standards.

A sample of 79 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 |
| ➤ Garland Plaza | 662 Garland Avenue | 11 |
| ➤ Homestead Park | 1601 Tenaka Place | 2 |
| ➤ Moulton Plaza | 1601 Tenaka Place | 2 |
| ➤ Onizuka Crossing | 620 E. Maude | 10 |
| ➤ Orchard Gardens | 245-247 & 300 W. Weddell | 11 |
| ➤ PACE | 862 Hollenbeck | 1 |
| ➤ PACE | 854 Gary | 1 |
| ➤ Parkside Studios | 495 N. Wolfe | 3 |
| ➤ Plaza de las Flores | 233 Carroll Street | 2 |
| ➤ Socorro Group Home | 1353 Socorro | 1 |
| ➤ Stoney Pine Villas | 267 W. California Ave. | 3 |

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.

92.351(b)

The City's Analysis of Impediments to Fair Housing Choice 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 assisted housing developers for inclusion in their Marketing Plans.

The waiting lists of local affordable housing developments indicate that affirmative outreach efforts have been very successful in reaching various minority communities, as well as a broad range of household types. MidPen ensures that each of their projects perform outreach marketing in order to affirmatively further fair housing, pursuant to its commitment to non-discrimination and providing equal opportunity in housing, and the requirements and expectations of various regulatory and/or funding agencies. Local housing developers receiving City HOME funds follow a marketing plan that includes contacting local civic and community organizations representative of the ethnic and cultural diversity of the entire County in order to disseminate information about their projects. Both Charities Housing and MidPen Housing implemented a comprehensive affirmative marketing plan to lease the units available at Parkside Studios and Onizuka Crossing, respectively. Groups representing disabled and elderly clients are also contacted. MidPen is currently working on its affirmative marketing plan for the new units at Benner Plaza.

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

A total of \$140,342 was received in HOME program income. During the program year, over \$420,445, which included prior year's HOME program income, was drawn to fund expenditures for the Benner Plaza project, Crescent Terrace, and TBRA program.

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

Please see the activities described under the Affordable Housing Section (Benner Plaza and Crescent Terrace) and Actions to Address the Needs of Homeless Persons (TBRA) of this report.



Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System

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PR26 - CDBG Financial Summary Report

Program Year 2016

SUNNYVALE , CA

PART I: SUMMARY OF CDBG RESOURCES

| | |
|---|--------------|
| 01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR | 1,645,492.67 |
| 02 ENTITLEMENT GRANT | 1,037,051.00 |
| 03 SURPLUS URBAN RENEWAL | 0.00 |
| 04 SECTION 108 GUARANTEED LOAN FUNDS | 0.00 |
| 05 CURRENT YEAR PROGRAM INCOME | 206,541.69 |
| 05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE) | 0.00 |
| 06 FUNDS RETURNED TO THE LINE-OF-CREDIT | 0.00 |
| 06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT | 0.00 |
| 07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE | 0.00 |
| 08 TOTAL AVAILABLE (SUM, LINES 01-07) | 2,889,085.36 |

PART II: SUMMARY OF CDBG EXPENDITURES

| | |
|--|--------------|
| 09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION | 1,512,818.27 |
| 10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT | 0.00 |
| 11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10) | 1,512,818.27 |
| 12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION | 237,556.65 |
| 13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS | 0.00 |
| 14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES | 0.00 |
| 15 TOTAL EXPENDITURES (SUM, LINES 11-14) | 1,750,374.92 |
| 16 UNEXPENDED BALANCE (LINE 08 - LINE 15) | 1,138,710.44 |

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

| | |
|--|--------------|
| 17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS | 0.00 |
| 18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING | 446,919.26 |
| 19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES | 1,065,899.01 |
| 20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT | 0.00 |
| 21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20) | 1,512,818.27 |
| 22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11) | 100.00% |

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

| | |
|---|----------------------------|
| 23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION | PY: 2016 PY: 2017 PY: 2018 |
| 24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION | 1,512,818.27 |
| 25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS | 1,512,818.27 |
| 26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24) | 100.00% |

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

| | |
|--|--------------|
| 27 DISBURSED IN IDIS FOR PUBLIC SERVICES | 584,963.81 |
| 28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR | 0.00 |
| 29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR | 0.00 |
| 30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS | (404,225.00) |

CAPER

32

| | |
|---|--------------|
| 31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30) | 180,738.81 |
| 32 ENTITLEMENT GRANT | 1,037,051.00 |
| 33 PRIOR YEAR PROGRAM INCOME | 364,328.65 |
| 34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP | (100,044.65) |
| 35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34) | 1,301,335.00 |
| 36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35) | 13.89% |
| PART V: PLANNING AND ADMINISTRATION (PA) CAP | |
| 37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION | 237,556.65 |
| 38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR | 0.00 |
| 39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR | 0.00 |
| 40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS | 0.00 |
| 41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40) | 237,556.65 |
| 42 ENTITLEMENT GRANT | 1,037,051.00 |
| 43 CURRENT YEAR PROGRAM INCOME | 206,541.69 |
| 44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP | 0.00 |
| 45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44) | 1,243,592.69 |
| 46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45) | 19.10% |