

**City of Sunnyvale**  
**Substantial Amendment to the 2020-2021 Annual Action Plan Summary**

**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 2020-2021 Annual Action Plan justifies a substantial amendment – initiating the public notice requirements described in the Citizen Participation Plan.

**Need for Substantial Amendment to the 2020-2021 Annual Action Plan**

The City received about \$1 million in Program Income during Program Year 2019, which provides the opportunity for the City to increase its Human/Public Services funding for Program Year 2020 from \$200,219 to \$300,000 (increase of \$99,781). Since the City increased the funding allocation for a particular project by 30% or more – the funding allocation adjustment requires a Substantial Amendment to the Program Year 2020 Action Plan.

**Proposed Substantial Amendment**

The City is proposing the following amendment:

1. To increase its Human/Public Services allocation by \$99,781 to provide more funding for programs that provide safety-net services and support, including but not limited to: crisis counseling, food distribution, legal assistance for seniors, supportive services for the disabled community and outreach/resource allocation to the homeless population. No changes in any of the specific programs are proposed.
  - a. Due to the COVID-19 pandemic – the demand for Human/Public Services in the City has increased, and this Substantial Amendment will assist service-providers in attempting to meet that demand.

**Analysis**

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

- To revise the budgeted amount for a specific activity if it is changed by 30-percent (i.e. previously funded Rent Relief and Community Support Program).

**Public Process**

The City provided public notice in the Sunnyvale Sun on May 7, 2021 – and provided opportunity to comment on the substantial amendment for a 33-day period. The Housing and Human Services Commission considered the amendment at a public hearing on May 26, 2021. The City Council also considered the amendment at a virtual public hearing on June 8, 2021.

Comments may be submitted to Leif Christiansen by email ([lchristiansen@sunnyvale.ca.gov](mailto:lchristiansen@sunnyvale.ca.gov)) or by phone: 408-569-8318 (mobile).

(Process Note: additions/revisions to the 2020-2021 Annual Action Plan are underlined, and red – and deletions have a horizontal line through the center, a strikethrough)

1. On Page 33 of the approved annual action plan, increase the funding, specific to the Public Services project, from \$200,219 to \$300,000 within the “Project Summary”:

4	Project Name	Public Services
	Target Area	Citywide
	Goals Supported	Other Community Development Efforts
	Needs Addressed	Public Services or Facilities
	Funding	<del>CDBG: 200,219</del> <u>CDBG: 300,000</u>
	Description	Human Services Grants to Non-Profit Agencies
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Assist approximately 550 individuals and/or households with human services through 5-separate non-profit programs.
	Location Description	Citywide
	Planned Activities	Assist clients with basic needs, such as: food, shelter, transportation, mental health support, legal aid, employment assistance, etc.