



City of Sunnyvale

Agenda Item-No Attachments (PDF)

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MEMORANDUM TO HOUSING AND HUMAN SERVICES COMMISSION

SUBJECT

Review Draft Request for Proposals for FY 2018 Capital and Housing Projects

BACKGROUND

The City of Sunnyvale usually receives annual entitlement grants of Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds from the U.S. Department of Housing and Urban Development (HUD), as well as “program income” from payments on loans made in prior years with CDBG and/or HOME funds. Each year the City solicits proposals from local organizations for funding to provide eligible housing and community development projects to the Sunnyvale community. The Request for Proposals (RFP) sets forth the types of capital and affordable housing projects that are eligible for CDBG or HOME funding from the City, and explains the City’s process for evaluating and scoring proposals, determining award amounts, and approving of the awards. **Public services proposals are not eligible for funding through this RFP, as those funds were awarded to eligible grantees last year for a two-year grant period.**

The City expects to receive CDBG and HOME entitlement grants from HUD for Program Year 2018 (fiscal year 2018-19 or “FY 2018”). The funding for these grants has not yet been appropriated by the federal government and is not expected to be appropriated until February, or later. At this time, the City does not know how much in CDBG and/or HOME entitlement grant funds it might receive in FY 2018. The City estimates that approximately \$500,000 in CDBG program income and \$250,000 in HOME program income may be available for FY 2018. The actual amount of CDBG and HOME funds available for proposals funded in FY 2018 could be significantly more or less than these estimates, depending on federal appropriations and/or additional program income received during the remainder of the current fiscal year. Staff expects to have a more accurate estimate of available funding by the time proposals are selected in March. The attached RFP calls for proposals to develop capital projects using CDBG or HOME funds (new federal grants and/or program income) in FY 2018.

The City will release the RFP on January 22, 2018, as shown on the timeline (Attachment 1). The deadline to submit proposals and planned public hearing dates are also shown on the timeline. All dates are subject to change. For the most current timeline, please see the City’s website (Sunnyvale.ca.gov) or contact the Housing Division for assistance at Housing@sunnyvale.ca.gov or (408) 730-7250.

The draft RFP is provided for the Commission’s review in Attachment 2.

Staff recommendation:

Review draft RFP and provide staff with any comments or suggestions for any changes to the final RFP. A formal vote on any suggested changes is not required, as this is an administrative document.

Prepared by: Edith Alanis, Housing Programs Technician
Reviewed by: Suzanne Isé, Housing Officer
Approved by: Trudi Ryan, Director, Community Development

ATTACHMENTS

1. Timeline
2. Draft RFP