



City of Sunnyvale

Agenda Item-No Attachments (PDF)

File #: 18-1049, Version: 1

SUBJECT

Review Draft Requests for Proposals for FY 2019/20 and FY 2020/21 CDBG Human Services Grants and FY 2019/20 CDBG/HOME Housing and Capital Projects Funding

BACKGROUND

The City of Sunnyvale receives annual entitlement grants of CDBG and HOME funds from the U.S. Department of Housing and Urban Development (HUD), as well as "program income" from loan repayments. Each year the City solicits proposals from local organizations to use a portion of these funds to provide eligible housing and community development services or projects to the Sunnyvale community. The Requests for Proposals (RFP) set forth the types of public services (human services) programs, capital and 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.

The City anticipates receiving a CDBG grant of approximately \$1 million and a HOME grant of approximately \$300,000 from HUD, subject to federal appropriations, for Program Year 2019. The attached RFPs call for proposals to provide human services or develop capital projects using CDBG or HOME funds in FY 2019/20. The City estimates that approximately \$750,000 in CDBG funds and approximately \$300,000 in HOME funds may be available through these RFPs. Staff also anticipates that approximately \$135,000 of the City's General Fund will be available for human services. The actual amount of funding available for FY 2019 may be significantly more or less than these estimates, depending on federal appropriations and the City's receipt of program income during the remainder of the current year. Staff expects to have a more accurate estimate of available funding by the time final award amounts are proposed in March.

Attached for review are the following draft RFPs:

1. RFP for Human Services
2. RFP for CDBG/HOME Capital Projects

The City will release both RFPs on January 7, 2019, as shown on the timeline on the following page. The deadline to submit proposals and planned public hearing dates are also shown on the timeline. All dates are subject to change. For the latest timeline please contact Housing Programs Analyst Joseph Shin at 408-730-7451 or by email at jshin@sunnyvale.ca.gov.

Staff recommendation:

Review draft RFPs and provide any comments/suggestions for any changes to the final RFPs. A formal vote on any suggested changes is not required, as these are administrative documents.

**APPLICATION TIMELINE* FOR FISCAL YEAR 2019/20
CDBG/HOME FUNDING CYCLE**

** Dates are subject to change. Please contact Housing staff to confirm dates.*

RFP Issuance	January 7, 2019
Deadline for submission of applications (4:30 p.m.)	February 11, 2019
Applicant presentations to Housing & Human Services Commission**	February 27, 2019
Housing & Human Services Commission Meeting: Public Hearing; Commission recommendations on human services and capital/housing projects funding	March 27, 2019
Housing & Human Services Commission Meeting: Public Hearing on FY 2019/20 Action Plan	April 17, 2019
City Council approval of Action Plan	May 7, 2019

*** If a large number of applications are received, an additional meeting may be scheduled in early March to allow adequate time for all applicant presentations.*

Prepared by: Joseph Shin, Housing Programs Analyst

Reviewed by: Jenny Carloni, Housing Officer

Approved by: Trudi Ryan, Director, Community Development

ATTACHMENTS

1. Human Services RFP
2. CDBG/HOME Capital Projects RFP