



# City of Sunnyvale

## Agenda Item-No Attachments (PDF)

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### **SUBJECT**

Review Draft Request for Proposals for FY 2022/23 CDBG Capital Projects and 2022-2024 HOME Tenant Based Rental Assistance 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 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 \$400,000 from HUD, subject to federal appropriations, for Program Year 2022. The RFPs that the City will issue in December are as follows:

- FY 2022/23 CDBG Capital projects, in the amount of approximately \$750,000.
- FY 2022/23 and FY 2023/24 HOME Tenant Based Rental Assistance (TBRA) Administrator in the amount approximately \$2 million. These funds represent a collection of Program Income, Entitlement, and American Rescue Plan funding allocations.

It is important to note that the HOME TBRA RFP is a new RFP process that the City is offering for the first time. Traditionally, the City simply includes HOME funds with our CDBG Capital Project RFP and our existing TBRA operator, Abode Services, applies for sufficient funds to carry the program through another fiscal year. However, due to the increase in program income and the one time allocation of American Rescue Plan funding, the City is looking to expand our existing TBRA program for at least the next two years. This is a competitive RFP and we welcome any TBRA program administrators to apply.

The actual amount of funding available for FY 2022 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 when final award amounts are proposed in March.

The City will release the RFP on December 15, 2021, 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 below. All dates are subject to change.

**APPLICATION TIMELINE\* FOR FISCAL YEAR 2022/23  
CDBG/HOME FUNDING CYCLE**

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

RFP Issuance	December 15, 2021
Deadline for submission of applications (4:30 p.m.)	February 11, 2022
Housing & Human Services Commission Meeting: Public Hearing; Commission recommendations on human services and capital/housing projects funding <i>HHSC will receive presentations from grantees during this meeting.</i>	March 23, 2022
Housing & Human Services Commission Meeting: Public Hearing on FY 2022/23 Action Plan	April 27, 2022
City Council approval of Action Plan (tentative date)	May 3, 2022

**Staff recommendation:**

Review draft RFPs and provide any comments/suggestions for any changes to the final RFP.

Prepared by: Leif Christiansen, Housing Programs Analyst

Approved by Jenny Carloni, Housing Officer

**ATTACHMENTS**

1. CDBG Capital Projects RFP
2. HOME Tenant Based Rental Assistance RFP