



City of
Santa Rosa

2011/2012 ACTION PLAN

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Third Program Year Action Plan

The CPMP Third Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 3 Action Plan Executive Summary:

The Action Plan (Plan) is the annual plan which the City of Santa Rosa (City), as lead agency, prepares pursuant to the goals outlined in the 2009 to 2014 Consolidated Plan. The Plan details the activities the City will undertake to address the housing and community development needs and local objectives using funds received during program year 2011/2012 from HOME Investment Partnerships Program (HOME), Community Development Block Grant (CDBG) program, plus anticipated Program Income. The Action Plan consists of HUD-developed forms plus supplemental narrative.

The largest portion of the CDBG and HOME resources will be used for housing and homeless programs, administered by the City's Department of Economic Development and Housing (EDH) through the Santa Rosa Housing Trust (Trust) and available on a citywide basis. Fair housing activities and administrative costs will also receive a portion of the funding.

Over the course of Fiscal Year (FY) 2011/2012, the City anticipates providing financial assistance to approximately 20 new, affordable housing units through the use of CDBG and HOME funds. The portion of CDBG funds that will be allocated to subrecipients will be used to provide approximately 300 persons with fair housing/tenant-landlord counseling and to serve approximately 3,000 persons by assisting with the operating costs of homeless programs.

The 2009 to 2014 Consolidated Plan created in 2009 identifies the following five goals to address housing and community development needs:

- Increase supply of affordable rental housing for the City's lowest income households;
- Provide housing and services to youth and other special needs populations;
- Increase homeownership for City residents;
- Provide funding for public facilities and improvements; and
- Preserve existing affordable housing stock.

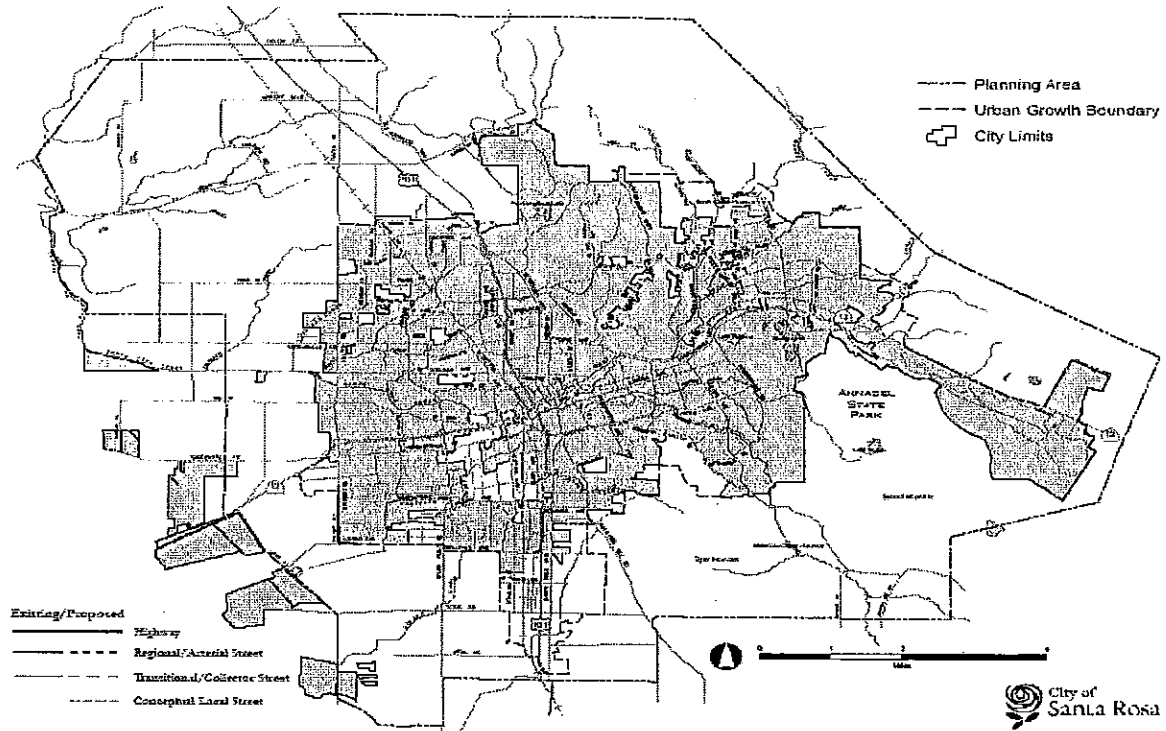
General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Program Year 3 Action Plan General Questions response:

1. The Action Plan is the annual plan which details the activities the City will undertake in addressing housing and community development needs and local objectives. The activities are funded by HOME, CDBG and other HUD programs, plus anticipated CDBG and HOME Program Income.

The largest portion of the CDBG and HOME resources will be used for housing and homeless programs. Fair housing activities and administrative costs will also receive a portion of the funding.



2. The funds that are allocated to the City are available citywide with no priority assigned to geographic regions. The use of the HOME and CDBG allocations in FY 2011/2012 was reviewed at a public hearing/meeting held on February 28, 2011. Council held a public hearing on May 3, 2011 to review and approve the allocation of funds.
3. The City strives to direct the majority of its available resources to the development of new, affordable, rental units. When prioritizing the income levels to be assisted by the new housing units, the City uses the Association of Bay Area Governments (ABAG) Regional Housing Needs Allocation (RHNA) as a gauge. The RHNA has proven to be a useful tool, and the City has had success in meeting the low, moderate, and above-moderate housing unit allocations that were provided. Efforts are focused on meeting the very low-income housing unit allocation.
4. The City uses its CDBG and HOME allocations to meet the needs identified in the Consolidated Plan. Other funding sources include: Section 8 Housing Choice Vouchers, McKinney-Vento Homeless Funds, Low-Income Housing Tax Credits, Tax Exempt Bonds, funds available from the State of California's recent Housing Propositions (46 and 1C), local tax increment revenue, Housing In-lieu fees, and an augmentation from the City's General Fund.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 3 Action Plan Managing the Process response:

1. CDBG and HOME funds received by the City are administered by the Housing Authority of the City of Santa Rosa (Housing Authority), which is staffed by EDH, the City department that is responsible for administering affordable housing programs and the Public Services Program. The Santa Rosa Housing Trust (Trust) is the division of EDH that is responsible for affordable housing and the Public Services program.
2. The homeless services providers funded through the CDBG Public Services Program and with an augmentation from the City's general fund were notified of the February 28, 2011 meeting in order to provide input on the funds that are allocated to the Public Services Program.
3. The City also works with the County of Sonoma and the City of Petaluma, both HUD entitlement communities, to achieve the homeless related goals of all three jurisdictions which include: addressing all aspects of homelessness, using a collaborative approach resulting in a set of goals that are shared by a broad range of participants in the community, and implementing a fully developed Continuum of Care system. This system includes outreach and assessment, emergency shelter, transitional housing, permanent housing, and supportive services, including homeless prevention activities. There is also City representation on the County's Continuum of Care Steering Committee and throughout the Application Review process that designates the priorities for the Continuum of Care funding application for homeless housing and services which are funded, in part, with McKinney-Vento Homeless Assistance Act funds.

The City does not provide public housing, but the units that are created with the funds allocated to affordable housing often include social services that are coordinated with organizations providing services throughout Sonoma County.

Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 3 Action Plan Citizen Participation response:

1. For FY 2011/2012, a public hearing/meeting was held on February 28, 2011. As a result of the meeting, it was determined that the Public Services Program funding priority will go to subrecipients serving the homeless; the remainder of the federal funds will be directed to the Santa Rosa Housing Trust for affordable housing purposes.

On an annual basis, information is sent to homeless services providers regarding the upcoming funding and application process. Notification of the public hearing/meeting was published in *The Press Democrat*, the local newspaper, on February 13, 2011 and distributed through the Continuum of Care email Listserv (Listserv) on February 14, 2011. The Public Services Program application materials were made available on the City's website and were sent to nonprofit service providers through the Listserv on February 14, 2011. The application form requests general information on the program, other funding sources (such as Sonoma County CDBG funds and Continuum of Care funds), and the contribution of the applicant's program to neighborhood revitalization.

A public hearing was held on May 3, 2011, at the Santa Rosa City Council Chamber, 100 Santa Rosa Avenue, to allow residents to provide input on how the City plans to distribute federal housing and community development funds it will receive in 2011/2012. Written comments were encouraged during the public comment period, which ran from March 31, 2011 to May 2, 2011.

2. No comments were received during the public comment period or at the public hearing held on May 3, 2011.
3. The City publishes public notices regarding the priority setting meeting, the availability of the draft Action Plan, and the Council meeting to accept the Annual Action Plan. The draft Action Plan was available for review at the City Manager's Office in City Hall, the Department of Economic Development and

Housing in City Hall Annex, the main branch of the Sonoma County Library located in downtown Santa Rosa, and on the City's website. The public notice for the public hearing/meeting was available in Spanish at City Hall Annex. Information and numerous documents that were posted on the City's website can be translated into 11 languages.

4. No comments were received.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 3 Action Plan Institutional Structure response:

1. The City has directed the Housing Authority to provide policy guidance directly to EDH to administer the various housing programs in the City. All affordable housing-related activities are administered by EDH, which has the responsibility of coordinating the CDBG and HOME Programs in Santa Rosa and administering the funds.

The City relies on private non-profit organizations as well as for-profit developers to build and acquire, develop, and rehabilitate affordable units. The Housing Authority and EDH will continue to work closely with these entities to ensure that each year as many new, affordable units are produced as possible.

The City also relies on the non-profit service sector to provide emergency shelter, including the 120 City-owned shelter beds, transitional and special needs housing. The City will continue to support these organizations and their activities.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 3 Action Plan Monitoring response:

1. All subrecipients receiving City and federal funds are monitored on a regular basis through the submittal of monthly reports to EDH, or at intervals specified in their Funding Agreements. Each report provides statistics on

program participants and a narrative on the activities undertaken during the reporting period. Each subrecipient also submits an annual report at the end of the contract term summarizing their accomplishments for the year.

On a monthly basis, or at intervals specified in their Funding Agreements, the subrecipients submit reimbursement requests including proof of payment for all expenses. Site visits are made on an annual basis by City staff to review the subrecipients' financial and program records. For organizations that receive funds for development of housing, long-term affordability controls (either rental or ownership) are recorded concurrently with the funding documents. City staff conducts compliance reviews as required by the Federal program regulations or as deemed prudent. Monitoring of subsidized units is also performed based on program requirements. In addition, each recipient of funds is subject to Federal audit requirements. Any deficiencies or findings are followed up by the City's Finance Department.

The CDBG and HOME Program performance is evaluated by staff at the end of the City's fiscal year. That review is incorporated into the Consolidated Annual Performance and Evaluation Report (CAPER) and reported to the Housing Authority and City Council.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 3 Action Plan Lead-based Paint response:

1. The City is addressing the issue of Lead Based Paint (LBP) by documenting at each Housing Choice Voucher Housing Quality Standards inspection that LBP hazards are not present and requiring owners to correct LBP violations, and providing notices to Borrowers/Tenants of the City's Rehabilitation Loan Program, warning them of the hazards of LBP. The City does not use federal funds for its single family residence rehabilitation loan programs. Federal funds that are used for the rehabilitation of multifamily units are used in compliance with LBP regulations.

In FY 2011/2012, the City will use its HOME Investment Partnerships Program funding and approximately 85 percent (85%) of its CDBG funding to fund the acquisitions of new, affordable housing development sites. As a result of this, the units will be free of lead-based paint.

HOUSING

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 3 Action Plan Specific Objectives response:

1. The City will focus its resources on providing rental units for extremely low and very low-income households, as well as providing funding for homeless services. The City strives to fulfill the housing goals identified in the RHNA numbers provided by ABAG. On an annual basis, a report is provided to the Council on the City's achievements in creating affordable housing and meeting the goals identified by ABAG and in the Housing Element of the City's General Plan. As of December 2010, the City had made the following progress in meeting the RHNA numbers:

	Very Low	Low	Total
ABAG RHNA, 2007 - 2014	1,520	996	2,516
Building Permits Issued, 2007 – 2010	261	186	447
Remaining Need, 2011 – 2014	1,259	810	2,069
Units Currently Under Development, December 31, 2010	356	293	649
Remaining Units Needed to Bring Under Development	903	517	1,420

2. The City uses its CDBG and HOME allocations to meet the needs identified in the Plan, as well as Section 8 Housing Choice Vouchers, McKinney-Vento Homeless Assistance Act funds, Low-Income Housing Tax Credits, Tax Exempt Bonds, funds available from the State of California's recent Housing Propositions, and local tax increment revenue and Housing In-lieu fees.

One of the Strategic Goals identified in the 2009 to 2014 Consolidated Plan is to increase the supply of affordable rental housing for the City's lowest income households. In order to achieve this goal, the City developed a Housing Allocation Plan (HAP) ordinance which generates rental and ownership units for low-income households in market rate developments. Units created through the HAP ordinance are generally subject to income, rent and/or resale restrictions for 30 years, although the ordinance does allow

flexibility for the affordability term of ownership units. The City also included an In-Fill Housing Policy in the Housing Element of the General Plan, which allows higher density construction with the creation of units targeted to low-income households for a minimum of 10 years. In an effort to assist developers of affordable housing units, the City issues tax exempt multifamily housing revenue bonds to finance the construction of new developments.

The City is actively pursuing its goal of creating affordable housing units and has provided funding for the following affordable complexes that, as of March 2011, are in varying stages of development:

	Project Name	Description	Funding provided by Housing Authority of the City of Santa Rosa
1	Crossroads (Burbank Avenue)	79-unit, multifamily rental complex	\$1,950,000
2	Acacia Lane	44-unit, senior rental complex	\$2,491,722
3	Amorosa Village I	97-unit, multifamily rental complex	\$9,510,600
4	Amorosa Village II	53-unit, multifamily rental complex	\$6,560,589
5	West Hearn	15-bed transitional housing facility	\$245,407
6	Lantana Place	96-unit, multifamily rental complex	\$2,378,703
7	Railroad Square	68-unit, senior rental complex	\$2,378,703
8	Humboldt Apartments	51-unit, multifamily rental complex	\$1,122,000
9	Kawana Springs Family Apartments	42-unit, multifamily rental complex	\$1,650,000
10	Stonehouse	40-bed, treatment facility	\$200,000
11	McMinn	4-unit, permanent supportive housing	\$430,191
12	Henry House	6-bed group home	\$151,500
TOTAL			\$29,069,415

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 3 Action Plan Public Housing Strategy response:

The City does not have any publicly-owned housing units. The Housing Authority is meeting the requirements of HUD's Section 8 Housing Choice Voucher Program.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 3 Action Plan Barriers to Affordable Housing response:

1. In fall 2005, the City collaborated with the County of Sonoma and the City of Petaluma, the other entitlement jurisdictions in Sonoma County, to collectively update the Analysis of Impediments to Fair Housing Choice (AI).

The Analysis of Impediments includes the following recommendations:

- Continue maintenance and production of affordable housing as a key element of the plan;
- Encourage more work-force housing opportunities;
- Continue to provide for access modifications to rental properties, as well as owner-occupied properties;
- Continue to provide funding for the provision of Fair Housing services, including outreach and education activities for both landlords and tenants; and
- Continually assess policies, procedures, and guidelines to identify any overly restrictive elements.

The City, in collaboration with the County of Sonoma and City of Petaluma, have retained a consultant to prepare a new Analysis of Impediments to Fair Housing Choice (AI). The preparation of the new AI is underway and is expected to be completed in summer 2011.

On an annual basis, the City does the following to remove barriers to affordable housing:

- a. The City provides funds to affirmatively further fair housing. Fair Housing of Sonoma County (FHSC) provides free information and assistance to all residents of Sonoma County by providing answers to questions on housing-related issues to landlords, tenants, and homeowners. FHSC makes presentations to housing providers, tenant groups, social service agencies, and the media. Information is readily available to the public through FHSC's website, handbooks, the Fair Housing Hotline, walk-in assistance, and community presentations made by Fair Housing staff. FHSC publishes outreach materials bilingually (Spanish/English) and is also staffed bilingually. FHSC provides service to all housing consumers and housing providers

regardless of race, economic status, gender, ethnicity, sexual orientation, or disability. FHSC investigates discrimination complaints and coordinates referral services to assist individuals when their rights under the State and Federal housing laws have been violated.

- b. Housing developers who use City funds for the development of affordable housing are required to comply with fair housing laws, Section 504 requirements, and ADA regulations.
- c. The City's Housing Accessibility Modification (HAM) grant program is administered by Disability Services and Legal Resources (formerly known as Community Resources for Independence). This program enables tenants to have accessibility modifications made to his/her rental unit at no cost to himself/herself or the landlord.

All three jurisdictions issued a Request for Proposals (RFP); the process was led by the City of Santa Rosa, for a consultant to prepare an updated Analysis of Impediments to Fair Housing Choice. Five proposals were received and BBC Research and Consulting was determined to be the most responsive proposal. The City of Santa Rosa has entered into a Professional Services Agreement with BBC Research and Consulting and is developing a timeline for the preparation of the Analysis of Impediments to Fair Housing Choice.

HOME/ American Dream Down payment Initiative (ADDI)

- 1. Describe other forms of investment not described in § 92.205(b).
- 2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
- 3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.



- e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
- a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 3 Action Plan HOME/ADDI response:

1. The estimated allocation amount for HOME funding in FY 2011/2012 is \$775,265 and \$33,300 of estimated Program Income for a total of \$808,565. HOME funds can be used for housing activities and administrative costs. Fifteen percent (15%), or \$116,289, of new HOME funds is set aside for Community Housing Development Organizations (CHDOs).

The City's 2011/2012 estimated budget for HOME general administration (the maximum is 10 percent of the HOME allocation and program income) is \$80,856. The projects the City will undertake during 2011/2012 utilizing HOME funds are:

Santa Rosa Housing Trust - Affordable Housing Assistance Program	\$611,420
CHDO	\$119,289
Administration	<u>\$ 80,856</u>
TOTAL	<u>\$808,565</u>

The City uses its HOME funds for affordable housing purposes and is required to provide a 25 percent (25%) match for many of the expenditures. Typically, the required match is derived from the welfare exemption provided on property tax bills for affordable housing complexes that have been funded with HOME funds by the Santa Rosa Housing Trust's loan program.

2. The City has developed guidelines for the ADDI program that require repayment of the loan principal and accrued interest upon resale or refinancing (to a subordinate lien position) of the unit. When the loan, including accrued interest, is repaid to the City, the funds will be deposited in the HOME account and used in the HOME program. ADDI funds will be used

in accordance with HOME federal requirements. Policies and procedures for the City's ADDI loan program were adopted by the Housing Authority in June 2005. As of March 2011, the City had enough funds remaining to provide one (1) ADDI loan.

3. The City does not use its HOME funds to refinance existing debts.
4. The City is promoting the ADDI program by providing information to interested parties on the City's website, verbally, and through written materials. The program materials that have been adopted by the Housing Authority provide details on the program and the requirements that are placed on the unit. Applicants for ADDI funds will be provided with information on homebuyer counseling services available in Sonoma County.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 3 Action Plan Special Needs response:

1. In FY 2011/2012, the City will use 15 percent (15%) of its CDBG allocation, plus approximately \$32,400 in local funds (General Fund dollars), for its Public Services Program, which is prioritized for homeless services operations and Fair Housing.
2. The FY 2011/2012 Action Plan identifies the CDBG Public Services funding that will be allocated to homeless services providers working in Santa Rosa and throughout the County to provide coordinated, homeless services.

The City has identified homeless services as the priority area for the 15 percent (15%) of CDBG funding that can be allocated to the Public Services Program. Staff has received and reviewed applications and will provide the following funding:

	CDBG	General Fund
Catholic Charities - Family Support Center	\$96,460	
Catholic Charities - Homeless Services Center	\$75,000	
Community Action Partnership - Fair Housing	\$3,600	\$32,400
TOTAL	\$175,060	\$32,400

3. The City participates in the Sonoma County Continuum of Care, which completed its 10-Year Homeless Action Plan (Homeless Action Plan) in 2007. The Homeless Action Plan, created through a six-month development process, solicited the input of stakeholders throughout the County to develop a strategy to prevent homelessness and to address the needs of individuals that are currently homeless. The Homeless Action Plan focuses on the financial resources that are provided by the Continuum of Care through McKinney-Vento Homeless Assistance Act funding, CDBG Public Services funding, California Proposition 63 – Mental Health Act funding, and local resources available in Sonoma County. The Homeless Action Plan stresses the need of homeless services to leverage private donations and to increase their fundraising efforts.

The Homeless Action Plan identifies the following strategies for ending the cycle of homelessness in Sonoma County:

- Reduce the number of people becoming homeless upon discharge from public institutions by 80 percent (80%) and reduce the number of people becoming homeless through loss of tenancy by 5 percent (5%) per year.
- Create effective resources to help chronically homeless individuals to become housed, while safeguarding assistance to homeless families with children.
- Develop homeless housing to address the demonstrated need among homeless families and individuals.

- Ensure access to comprehensive treatment and community support which are essential to achieving long-term housing stability.

The shortage of affordable housing is a huge contributor to new homelessness and the biggest challenge in resolving it. Creation of new affordable housing is crucial to ending homelessness.

4. The FY 2011/2012 Action Plan will assist in serving homeless individuals located within the City. The City targets the CDBG Public Services funding to homeless services providers who are providing emergency shelter and prevention services. The funding for this particular area of homeless services is critical because it does not benefit from Continuum of Care funding. The obstacle in providing these services is the significant decrease in City's General Fund dollars that are available to augment the Public Services program.

The Homeless Action Plan includes discharge protocols for the County, including how medical and detention facilities can work with homeless services providers and housing organizations to prevent discharging individuals into homelessness. The Sonoma County Task Force on the Homeless is currently working with a Sonoma County judge and the Sonoma County Legal Services Foundation on a community-wide process to design and implement the Discharge Planning program. Below are summaries of the Jail and Hospital Discharge protocols that are being developed.

Jail Discharge/Court Homeless Protocol:

A broad community group headed by Presiding Superior Court Judge Gary Nadler and facilitated by the Sonoma County Task Force for the Homeless (Task Force) designed the Court Homeless Protocol Project. It was implemented in February 2008 as part of a jail inmate re-entry project run by Project Intercept of California Human Development. Inmates awaiting adjudication nominate themselves for the program, are comprehensively screened in the jail, and if accepted, are recommended for the program. Since inmates are court-ordered into the program they are released only to program staff, which ensures a successful transition from the jail. Clients are provided with customized interagency services including housing placement, substance abuse treatment, counseling, food, bus passes, life skills training, education, and employment services. The Court Homeless Protocol Project has served 48 clients to date.

Homeless Court:

The Sonoma County Superior Court is working with the Sonoma County Task Force for the Homeless to develop a comprehensive Homeless Court program. The Homeless Court will work with homeless service agencies countywide to assist clients in clearing misdemeanor warrants that are

barriers to their repairing their lives. DUIs and violent crimes are not eligible. Criteria is being developed for programs to demonstrate that clients have achieved two milestones and earned the right to have their case(s) heard by a judge. Given current budget and staff time pressures on the offices of the District Attorney and Public Defender as well as the Courts, we are preparing the program plan in anticipation of a start-up in late 2011 or in 2012.

Health Care for the Homeless:

The Sonoma County Health Care for the Homeless Collaborative (HCHC) is an independent voluntary body including hospitals, clinics, and public and private mental health, substance abuse, and homeless service providers countywide working since 2003 to assure access to health care for homeless people countywide. It designed, and is pilot testing with a small grant from Kaiser Permanente, several components of such a system. These include assuring that intake systems in each discipline identify homeless clients and their health needs, and working together in interdisciplinary client conferences and via the internet to resolve complex client situations.

Hospital Discharge/Medical Respite:

The Medical Respite program initiated by the HCHC and Catholic Charities, its operator, has upgraded five medical respite beds in Santa Rosa for homeless patients scheduled to be discharged from hospitals with nowhere to recuperate, and six beds at COTS in Petaluma.

The Medical Respite seed grant to Catholic Charities from Kaiser Permanente ended in January of 2011. Catholic Charities hired a part-time Nurse-Coordinator for the Santa Rosa program, has secured substantial financial support from Memorial Hospital, and Sutter and Kaiser Permanente Medical Centers, our three largest acute care facilities, and is approaching additional hospitals. The Medical Respite program will be moving to a new site in summer 2011 and expanding up to 16 beds. These additional respite beds will provide 22 much-needed beds countywide including those in Petaluma, and would increase medical support for Medical Respite patient needs.

Additionally, Santa Rosa Community Health Centers (SRCHC) has collaborated with West County Health Centers (WCHC), Petaluma Health Center (PHC), and the Sonoma County Health Care for the Homeless Collaborative to submit two funding applications in early 2011 that, if successful, could dramatically improve health care services in Sonoma County. The Care Transitions Program submitted to the State Governing Board of the County Medical Services Program (CMSP) would provide intensive case management to at least 50 homeless patients with complex conditions to assure a smooth and effective transition to a clinic "medical home" and interdisciplinary community care. The Health Care for the

Homeless grant submitted to the U.S. Department of Health and Human Services would provide up to \$650,000 per year to assure effective primary care, mental health, substance abuse services, and other health services to the homeless.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 3 Action Plan ESG response:

The City of Santa Rosa does not receive Emergency Shelter Grant funds.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 3 Action Plan Community Development response:

1. The City has prioritized its CDBG funds for the development of affordable housing and funding of the Public Services Program. The estimated allocation amount for CDBG funding in FY 2011/2012 is \$1,134,558. The City is estimating \$32,640 in Program Income for a total of \$1,167,198. The CDBG funds are used for the Public Services Program, housing activities, and administrative costs. The maximum for general administrative costs is twenty percent (20%) of the CDBG budget, or \$233,439. Santa Rosa has budgeted \$233,439 for its general administrative budget for 2011/2012.

Santa Rosa Housing Trust - Affordable Housing Assistance Program	\$758,699
Public Services Program	\$175,060
Administration	<u>\$233,439</u>
TOTAL	\$1,167,198

2. The City's long-term and short-term goals for the funds are the same: to use the majority of the funds to create new, affordable rental units, and to provide funds to homeless services providers.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 3 Action Plan Antipoverty Strategy response:

1. Virtually all of the programs funded through HOME and CDBG involve efforts to reduce the number of people in poverty by promoting self-sufficiency. The City provides development loans for affordable housing, which lessens the financial burden on households struggling to make their housing payments. Self-sufficiency has also been accomplished by sponsoring non-profit homeless services providers to assist in the operation of programs/facilities and tenant/landlord counseling services.

The City's Section 8 Housing Choice Voucher Program operates the Family Self Sufficiency (FSS) Program to help Section 8 voucher holders make step-by-step education and career plans that include resources to address barriers to self-sufficiency goals. All FSS participants are eligible for an interest-bearing escrow account that grows as the household's earned income increases, as well as financial support for certain education expenses that would not typically be covered by financial aid. 50 households currently participate in FSS.

The City's Neighborhood Revitalization Program (NRP) is an interdepartmental task force that works to improve the quality of life in four (4) focus neighborhoods by conducting building and fire code inspections of all multifamily rental units, educating residents about community resources, and coordinating with local non-profit organizations to provide financial literacy, parenting, and small business development workshops. The NRP program is also involved in graffiti abatement efforts, neighborhood clean-ups and gang prevention.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 3 Action Plan Specific Objectives response:

1. The City of Santa Rosa uses its CHDO funds to assist in the acquisition, rehabilitation, and/or development of property that will provide housing to special needs populations. Community Housing Sonoma County (formerly known as Community Housing Development Corporation of Santa Rosa (CHDOSR)) and Community Action Partnership of Sonoma County (CAPSC) have benefited from the City's CHDO funds.
2. In FY 2011/2012, the City will budget \$116,289 as CHDO funding to address the needs of the community.

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access

to care.

5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 3 Action Plan HOPWA response:

The City of Santa Rosa does not receive HOPWA funds.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 3 Specific HOPWA Objectives response:

The City of Santa Rosa does not receive HOPWA funds.

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.