



City of  
**Santa Rosa**

2009/2010 ACTION PLAN

## Contents

Executive Summary.....	1
General Questions.....	2
Managing the Process.....	4
Citizen Participation.....	5
Institutional Structure.....	6
Monitoring.....	6
Lead-based Paint .....	7
Specific Housing Objectives .....	8
Needs of Public Housing .....	9
Barriers to Affordable Housing .....	10
HOME/ American Dream Downpayment Initiative (ADDI).....	11
Specific Homeless Prevention Elements.....	13
Emergency Shelter Grants (ESG) .....	15
Community Development .....	16
Antipoverty Strategy .....	16
Non-homeless Special Needs (91.220 (c) and (e)) .....	17
Housing Opportunities for People with AIDS .....	18
Specific HOPWA Objectives.....	19



# First Program Year Action Plan

The CPMP First 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 1 Action Plan Executive Summary:

The Action Plan is an annual plan which the City of Santa Rosa (City), as lead agency, oversees pursuant to the goals outlined in the 2009 to 2014 Consolidated Plan. The Action Plan (Plan) details the activities Santa Rosa will undertake to address the housing and community development needs and local objectives using funds received during that program year from HOME Investment Partnerships Program (HOME), Community Development Block Grant (CDBG), plus anticipated Program Income. The Action Plan consists of HUD-developed forms plus a 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 and available on a citywide basis. Fair housing activities and administrative costs will receive a small portion of the funding. The American Dream Downpayment Initiative (ADDI) funds will be used to assist low-income, first-time homebuyers.

Over the course of Fiscal Year 2009/2010, the City anticipates providing financial assistance to approximately 24 new, affordable housing units through the use of CDBG and HOME funds. The funds provided by ADDI will assist with one downpayment assistance loan. 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 2,795 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.

Santa Rosa has had success in meeting its annual goals identified in the 2004 to 2009 Consolidated Plan and providing the residents of the City with the services and programs for which the CDBG and HOME funds have been prioritized.

### **General Questions**

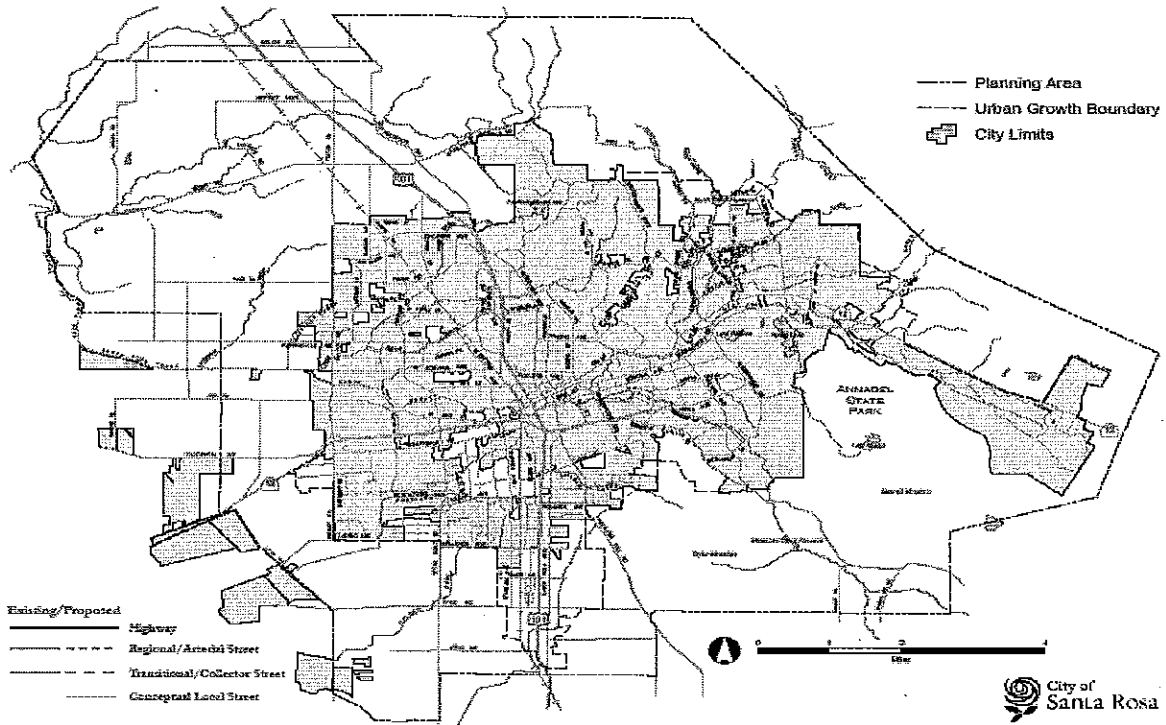
1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate 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 1 Action Plan General Questions response:

1. The Action Plan is an annual plan which details the activities the City of Santa Rosa 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 receive a small portion of the funding. The ADDI funds will be used to assist a low-income, first-time homebuyer with downpayment assistance.

Map 1. Geographic Boundaries of the City of Santa



2. The funds that are allocated to the City of Santa Rosa are available citywide with no priority assigned to geographic regions. The use of the HOME and CDBG allocations in Fiscal Year 2009/2010 was reviewed at a Study Session on September 30, 2008 and at its first budget reduction meeting on November 25, 2008.
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 of Santa Rosa 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 Santa Rosa 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),

and 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 1 Action Plan Managing the Process response:

1. CDBG and HOME funds received by the City are administered by the Department of Economic Development and Housing (EDH), the City department that is responsible for administering affordable housing programs and the Public Services Program.
2. The 2009 to 2014 Consolidated Plan process involved housing and community development organizations in the City, non-profit providers of affordable housing, service providers to the City's low-income and special needs populations, advocates and others. The homeless services providers, funded through the CDBG Public Services Program and with an augmentation from the City's general fund, attended a Study Session on September 30, 2008 and the budget reduction hearing on November 25, 2008 where they provided input on the funds that are allocated to the Public Services Program.
3. The City of Santa Rosa 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 that 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 of Santa Rosa 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 1 Action Plan Citizen Participation response:

1. For Fiscal Year 2009/2010, a Study Session was held on September 30, 2008 to review the upcoming budget and a Public Hearing was held on November 25, 2008. As a result of the meetings, the Council determined that the Public Services Program funding priority will go to subrecipients serving the homeless; the remainder will be directed to the Santa Rosa Housing Trust for affordable housing purposes. Members of the public attended the hearing and provided support for the development of affordable housing and the funding of the Public Services Program, which funds homeless services providers.

On an annual basis, information is sent to homeless services providers regarding the upcoming funding and application process. A notice regarding the application process was published in *The Press Democrat*, the local newspaper, and the Public Services Program application materials were available on the City's website. 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 will be held on May 5, 2009, 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 2009/10. Written comments are encouraged during the public comment period, which runs from April 3, 2009 to May 4, 2009.

2. To be inserted following public review.

3. The City of Santa Rosa 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 is 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.
4. To be inserted following public review.

### **Institutional Structure**

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

Program Year 1 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 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 1 Action Plan Monitoring response:

1. All subrecipients receiving City funds are monitored on a regular basis through the submittal of either monthly, quarterly, or one-time reports to EDH, as identified 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 either a monthly, quarterly, or one-time basis, dependent upon the language in their Funding Agreement, 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 1 Action Plan Lead-based Paint response:

1. The City is addressing the issue of Lead Based Paint (LBP) by continuing to provide notices to Landlords and Tenants that participate in the Section 8 Program, and 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 rehabilitation loan programs.

In Fiscal Year 2009/2010, the City will use its HOME Investment Partnerships Program funding and approximately 85 percent (85%) of its CDBG funding to fund new, affordable housing developments. 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 1 Action Plan Specific Objectives response:

1. The City of Santa Rosa will focus its resources on providing rental units for extremely low and very low-income households within the City, 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 City Council on the achievements that have been made in creating affordable housing and meeting the goals identified by ABAG and in the Housing Element of the City's General Plan. As of March 2009, the City of Santa Rosa 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 - 2008	154	123	277
Remaining Need, 2009 - 2014	1,366	873	2,239
Units Currently Under Development, March 2009	300	290	590
Remaining Units Needed to Bring Under Development	1,066	583	1,649

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, Housing In-lieu fees, and General Fund monies.

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 and

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 2009, are in varying stages of development:

	Project Name	Description	Funding provided by Housing Authority of the City of Santa Rosa
1	Creekside Village	25-unit, multifamily rental complex	\$ 40,000
2	Burbank Avenue	90-unit, multifamily rental complex	\$ 1,950,000
3	Rowan Court	62-unit, multifamily rental complex	\$ 6,228,086
4	Acacia Lane	44-unit, senior rental complex	\$ 1,395,500
5	Amorosa Village I	97-unit, multifamily rental complex	\$ 9,510,600
6	Amorosa Village II	53-unit, multifamily rental complex	\$ 6,560,589
7	West Hearn	12-bed transitional housing facility	\$ 245,407
8	Lantana Place	100-unit, multifamily rental complex	\$ 1,878,703
TOTAL			\$27,808,885

**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 1 Action Plan Public Housing Strategy response:

The City of Santa Rosa does not have any publicly-owned housing units. The Housing Authority of the City of Santa Rosa is meeting the requirements of HUD.

## **Barriers to Affordable Housing**

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

Program Year 1 Action Plan Barriers to Affordable Housing response:

1. In fall 2005, the City of Santa Rosa 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 of Santa Rosa does the following on an annual basis in order to remove barriers to affordable housing:

- a. On an annual basis, the City of Santa Rosa provides funds to affirmatively further fair housing. Fair Housing 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. The Fair Housing Advisory Task Force meets several times per year to advise and consult with FHSC on the quality of its work and the effectiveness of their outreach. 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. The AT&T interpreter line (Language Line Services) is available for translation in other languages. 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 of Santa Rosa'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. In Fiscal Year 2009/2010, the HAM program will operate with funds that have been provided to the program and not already expended.

All three jurisdictions will be preparing an updated AI in fall 2009.

### **HOME/ American Dream Downpayment 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 Downpayment 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 downpayment 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 1 Action Plan HOME/ADDI response:

1. During Fiscal Year 2009/2010, Santa Rosa estimates it will receive \$792,398 in HOME funds and \$41,000 of estimated Program Income for a total of \$833,398. HOME funds can be used for housing activities and administrative costs. Fifteen percent (15%), or \$118,853, of new HOME funds (excluding downpayment assistance) is set aside for Community Housing Development Organizations (CHDOs). In addition, Santa Rosa estimates it will receive \$6,244 in American Dream Downpayment Initiative (ADDI) funds in Fiscal Year 2009/2010.

The City of Santa Rosa's 2009/2010 estimated budget for HOME general administration (the maximum is 10 percent of the HOME allocation) is \$82,444. The projects Santa Rosa will undertake during 2009/2010 utilizing HOME funds are:

Santa Rosa Housing Trust - Affordable Housing Assistance Program	\$632,101
CHDO	\$118,853
Administration	<u>\$ 82,444</u>
TOTAL	\$833,398
ADDI	\$ 6,244

Santa Rosa 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. Match funds have also been generated through donated labor.

2. The City of Santa Rosa 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.

3. The City does not use its HOME funds to refinance existing debts.
4. The City of Santa Rosa is promoting the ADDI program by providing information to interested parties on the City's website, verbally, and through written materials. The City has also participated in First-Time Homebuyer Events in order to promote the program and has sent information to owners/developers for potential homebuyers in development projects. 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 1 Action Plan Special Needs response:

1. In Fiscal Year 2009/2010, 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.

In FY 2009/2010, the City will be consolidating its two homeless shelters that currently provide 120 year-round beds and 18 additional winter beds. The consolidated facility will continue to provide 120 year-round beds and 18 winter beds, but will provide the City with financial savings due to the efficiencies of operating one facility versus two.

2. The Fiscal Year 2009/2010 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 of Santa Rosa 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 anticipates it will provide the following funding recommendations to the Housing Authority once the CDBG allocation has been identified:

	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
City of Santa Rosa – Samuel L. Jones Hall Homeless Shelter	\$14,495	
<b>TOTAL</b>	<b>\$189,555</b>	<b>\$32,400</b>

3. The City of Santa Rosa 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, 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 Fiscal Year 2009/2010 Action Plan will assist in serving homeless individuals located within the City of Santa Rosa. 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 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. When implemented, Discharge Planning will be available at sentencing and a social services advocate will serve the court system to assure the early planning for release to treatment, shelter, or appropriate services. The program has the potential to divert many defendants from the court system through social services outreach and/or direct law enforcement referrals to drug and alcohol treatment.

### **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 1 Action Plan ESG response:

The City does not receive ESG 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 1 Action Plan Community Development response:

1. The City of Santa Rosa has prioritized its CDBG funds for the development of affordable housing and funding of the Public Services Program. During Fiscal Year 2009/2010, Santa Rosa estimates it will receive \$1,263,697 in CDBG funds and \$20,000 in program income. 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 \$252,739. Santa Rosa has budgeted \$252,107 for its general administrative budget for 2009/2010.

Santa Rosa Housing Trust - Affordable Housing Assistance Program	\$822,035
Public Services Program	\$189,555
Administration	<u>\$252,107</u>
<b>TOTAL</b>	<b>\$1,263,697</b>

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 1 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 housing rehabilitation and 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 has reintroduced the Family Self Sufficiency (FSS) Program to help Section 8 voucher holders to identify their career goals, identify the barriers to achieving those goals and access the community resources and services that are necessary for the voucher holder's success. All FSS participants are eligible for an interest-bearing escrow account that grows as the household's earned income increases. The City of Santa Rosa currently has 33 FSS participants and is actively recruiting to meet its goal of 75 households.

Finally, the City's Neighborhood Revitalization Program works to reduce the number of poverty-level families in five (5) focus neighborhoods by conducting building and fire code inspections of all multi-family rental units, and educating residents about community resources. The program is a collaboration of City departments and area non-profit organizations and social service agencies to develop and coordinate needed programs, including financial literacy and small business development workshops.

## 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 1 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 Fiscal Year 2009/2010, the City will budget \$118,860 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 1 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 1 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.

DRAFT

Housing Needs Table		Grantee: <b>Santa Rosa</b>												Total/Low Income, HIV, AIDS, Populatio				
		Only complete blue sections. Do NOT type in sections other than blue.																
Household Income <=30% MFI	Owner	Current % of Households	Current Number of Households	3-5 Year Quantities												Households with a Disabled Member	Disproportionate Racial/Ethnic Need?	# of Households in lead-Hazard Housing
				Year 1	Year 2	Year 3	Year 4*	Year 5*	Multi-Year	% of Goal	Plan. to Fund?	Fund Source	% HSHLD	# HSHLD				
				Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual			
		100%	1263															
		69.2	874															
		68.4	864															
		55.3	698															
		100%	1040															
		88.9	925															
		88.0	915															
		74.5	773															
		100%	415															
		95.2	395															
		79.5	330															
		65.1	270															
		100%	1343															
		77.3	1038															
		77.3	1038															
		67.4	905															
		100%	950															
		63.2	600															
		63.2	600															
		42.1	400															
		100%	224															
		87.1	195															
		87.1	195															
		82.6	185															
		100%	60															
		66.7	40															







# Continuum of Care Homeless Population and Subpopulations Chart

Part 1: Homeless Population	Sheltered		Un-sheltered	Total	Jurisdiction	
	Emergency	Transitional			Data Quality	
					(N) enumerations	▼
1. Homeless Individuals	311	196	427	934	(N) enumerations	▼
2. Homeless Families with Children	55	71	23	149		
2a. Persons in Homeless with Children Families	175	200	51	426		
<b>Total (lines 1 + 2a)</b>	<b>486</b>	<b>396</b>	<b>478</b>	<b>1360</b>		
Part 2: Homeless Subpopulations	Sheltered		Un-sheltered	Total	Jurisdiction	
	Sheltered	Transitional			Data Quality	
1. Chronically Homeless	79	0	218	297	(N) enumerations	▼
2. Severely Mentally Ill	185	0	0	185		
3. Chronic Substance Abuse	284	0	0	284		
4. Veterans	47	0	0	47		
5. Persons with HIV/AIDS	13	0	0	13		
6. Victims of Domestic Violence	175	0	0	175		
7. Youth (Under 18 years of age)	2	0	0	2		

Part 3: Homeless Needs Table: Individuals	Needs	Currently Available	Gap	5-Year Quantities										Total			Fund Source: CDBG, HOME, HOPWA, ESG or Other		
				Year 1		Year 2		Year 3		Year 4		Year 5		Goal	Actual	% of Goal		Priority H, M, L	Plan to Fund? Y N
				Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete						
Emergency Shelters	738	568	170	0	0	0	0	0	0	0	0	0	0	0	0	0	###	M	N
Transitional Housing	196	215	-19	0	0	0	0	0	0	0	0	0	0	0	0	0	###	M	N
Permanent Supportive Housing	0	578	-578	0	0	0	0	0	0	0	0	0	0	0	0	0	###	M	N
<b>Total</b>	<b>934</b>	<b>1361</b>	<b>-427</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>###</b>		
Chronically Homeless	297																		

Part 4: Homeless Needs Table: Families	Needs	Currently Available	Gap	5-Year Quantities										Total			Priority H, M, L	Plan to Fund? Y N	Fund Source: CDBG, HOME, HOPWA, ESG or Other
				Year 1		Year 2		Year 3		Year 4		Year 5		Goal	Actual	% of Goal			
				Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete						
Emergency Shelters	226	221	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	M	N
Transitional Housing	200	323	-123	0	0	0	0	0	0	0	0	0	0	0	0	0	0	M	N
Permanent Supportive Housing	0	220	-220	0	0	0	0	0	0	0	0	0	0	0	0	0	0	M	N
Total	426	764	-338	0	0	0	0	0	0	0	0	0	0	0	0	0	0		

Completing Part 1: Homeless Population. This must be completed using statistically reliable, unduplicated counts or estimates of homeless persons in sheltered and unsheltered locations at a one-day point in time. The counts must be from: (A) administrative records, (N) enumerations, (S) statistically reliable samples, or (E) estimates. The quality of the data presented in each box must be identified as: (A), (N), (S) or (E).

Completing Part 2: Homeless Subpopulations. This must be completed using statistically reliable, unduplicated counts or estimates of homeless persons in sheltered and unsheltered locations at a one-day point in time. The numbers must be from: (A) administrative records, (N) enumerations, (S) statistically reliable samples, or (E) estimates. The quality of the data presented in each box must be identified as: (A), (N), (S) or (E).

Sheltered Homeless. Count adults, children and youth residing in shelters for the homeless. "Shelters" include all emergency shelters and transitional shelters for the homeless, including domestic violence shelters, residential programs for runaway/homeless youth, and any hotel/motel/apartment voucher arrangements paid by a public/private agency because the person or family is homeless. Do not count: (1) persons who are living doubled up in conventional housing; (2) formerly homeless persons who are residing in Section 8 SRO, Shelter Plus Care, SHP permanent housing or other permanent housing units; (3) children or youth, who because of their own or a parent's homelessness or abandonment, now reside temporarily and for a short anticipated duration in hospitals, residential treatment facilities, emergency foster care, detention facilities and the like; and (4) adults living in mental health facilities, chemical dependency facilities, or criminal justice facilities.

Unsheltered Homeless. Count adults, children and youth sleeping in places not meant for human habitation. Places not meant for human habitation include streets, parks, alleys, parking ramps, parts of the highway system, transportation depots and other parts of transportation systems (e.g. subway tunnels, railroad car), all-night commercial establishments (e.g. movie theaters, laundromats, restaurants), abandoned buildings, building roofs or stairwells, chicken coops and other farm outbuildings, caves, campgrounds, vehicles, and other similar places.

Housing and Community Development Activities	Needs	Current	Gap	5-Year Quantities																
				Year 1		Year 2		Year 3		Year 4		Year 5		Cumulative						
				Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual					
01 Acquisition of Real Property 570.201(a)	0	0	0																	
02 Disposition 570.201(b)	0	0	0																	
03 Public Facilities and Improvements (General) 570.201(c)	1	0	1	1																
03A Senior Centers 570.201(c)	0	0	0																	
03B Handicapped Centers 570.201(c)	0	0	0																	
03C Homeless Facilities (not operating costs) 570.201(c)	0	0	0																	
03D Youth Centers 570.201(c)	0	0	0																	
03E Neighborhood Facilities 570.201(c)	0	0	0																	
03F Parks, Recreational Facilities 570.201(c)	0	0	0																	
03G Parking Facilities 570.201(c)	0	0	0																	
03H Solid Waste Disposal Improvements 570.201(c)	0	0	0																	
03I Flood Drain Improvements 570.201(c)	0	0	0																	
03J Water/Sewer Improvements 570.201(c)	0	0	0																	
03K Street Improvements 570.201(c)	0	0	0																	
03L Sidewalks 570.201(c)	0	0	0																	
03M Child Care Centers 570.201(c)	0	0	0																	
03N Tree Planting 570.201(c)	0	0	0																	
03O Fire Stations/Equipment 570.201(c)	0	0	0																	
03P Health Facilities 570.201(c)	0	0	0																	
03Q Abused and Neglected Children Facilities 570.201(c)	0	0	0																	
03R Asbestos Removal 570.201(c)	0	0	0																	
03S Facilities for AIDS Patients (not operating costs) 570.201(c)	0	0	0																	
03T Operating Costs of Homeless/AIDS Patients Programs	###	0	###	2975																
04 Clearance and Demolition 570.201(d)	0	0	0																	
04A Clean-up of Contaminated Sites 570.201(d)	0	0	0																	
05 Public Services (General) 570.201(e)	0	0	0																	
05A Senior Services 570.201(e)	0	0	0																	
05B Handicapped Services 570.201(e)	0	0	0																	
05C Legal Services 570.201(E)	0	0	0																	
05D Youth Services 570.201(e)	0	0	0																	
05E Transportation Services 570.201(e)	0	0	0																	
05F Substance Abuse Services 570.201(e)	0	0	0																	
05G Battered and Abused Spouses 570.201(e)	0	0	0																	
05H Employment Training 570.201(e)	0	0	0																	
05I Crime Awareness 570.201(e)	0	0	0																	
05J Fair Housing Activities (if CDBG, then subject to 570.201(e))	1500	0	1500	300																
05K Tenant/Landlord Counseling 570.201(e)	0	0	0																	
05L Child Care Services 570.201(e)	0	0	0																	
05M Health Services 570.201(e)	0	0	0																	
05N Abused and Neglected Children 570.201(e)	0	0	0																	
05O Mental Health Services 570.201(e)	0	0	0																	
05P Screening for Lead-Based Paint/Lead Hazards Poison 570.201(e)	0	0	0																	
05Q Substance Payments 570.204	0	0	0																	





Non-Homeless Special Needs Including HOPWA	Needs	Currently Available	GAP	3-5 Year Quantities										Total			
				Year 1		Year 2		Year 3		Year 4*		Year 5*		Goal	Actual	% of Goal	
				Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete				
Housing Needed		0	0	44	0	0	0	0	0	0	0	0	0	0	44	0	0%
	52. Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	53. Frail Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	54. Persons w/ Severe Mental Illness	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	55. Developmentally Disabled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	56. Physically Disabled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	57. Alcohol/Other Drug Addicted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	58. Persons w/ HIV/AIDS & their families	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	59. Public Housing Residents	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	Total	0	0	44	0	0	0	0	0	0	0	0	0	0	44	0	0%
Supportive Services Needed		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	60. Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	61. Frail Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	62. Persons w/ Severe Mental Illness	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	63. Developmentally Disabled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	64. Physically Disabled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	65. Alcohol/Other Drug Addicted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	66. Persons w/ HIV/AIDS & their families	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	67. Public Housing Residents	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%