

**HOUSING COMMISSION
SPECIAL MEETING NOTICE AND AGENDA**

**Thursday, April 30, 2020
5:00 P.M.**

On March 3, 2020 Governor Newsom proclaimed a State of Emergency as a result of the COVID-19 pandemic and subsequently issued Executive Order N-29-20 suspending provisions of the Brown Act allowing meetings via teleconferencing and members of the public to observe and offer comments telephonically or electronically.

To join the meeting enter your information here to receive a link and credentials to enter the meeting https://cityofpleasanton.zoom.us/webinar/register/WN_i2RX2tu_RN63gWtFOuyDng. This step is necessary to mitigate potential disruptions during the meeting.

If you wish to speak on an item listed on this agenda, first enter your information using the link above and submit a speaker card at <https://pleasanton.seamlessdocs.com/f/HousingSpeakerCard> by 3:30 p.m. the day of the meeting, April 30, 2020.

NOTICE IS HEREBY GIVEN, pursuant to section 54956 of the California Government Code, a special meeting of the Housing Commission of the City of Pleasanton is hereby called.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENT** – *Comments are limited to items listed on this Special Meeting Agenda.*
4. **Approval of Federal HOME Funds and City Lower Income Housing Funds Related to the Housing and Human Services Grant (HHS) Program for Fiscal Year 2020/21**
5. **ADJOURNMENT**

Dated: April 23, 2020

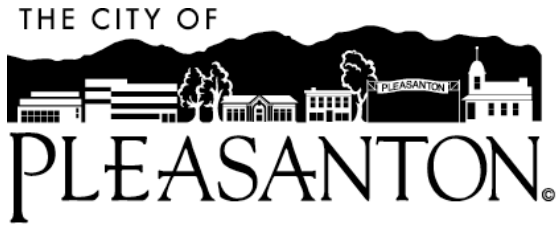
Steve Hernandez, Housing Manager

Notice

Under Government Code §54957.5, any writings/documents regarding an open session item on this agenda provided to a majority of the Commission after distribution of the agenda packet are available for public inspection by contacting the Housing Division at housing@cityofpleasantonca.gov

Accessible Public Meetings

The City of Pleasanton can provide special assistance for persons with disabilities to participate in public meetings. To make a request for a disability-related modification or accommodation (e.g., an assistive listening device), please contact the Housing Division, housing@cityofpleasantonca.gov or (925) 931-5007 at the earliest possible time. If you need sign language assistance, please provide at least two working days' notice prior to the meeting date.



Housing Commission Agenda Report

April 30, 2020
Item 4

SUBJECT **Approval of Federal HOME Funds and City Lower Income Housing Funds Related to the Housing and Human Services Grant (HHSG) Program for Fiscal Year 2020/21**

RECOMMENDATION

Approve the allocation of HOME and LIHF funds for FY 2020/21 HHSG projects described in this report which includes:

- 1) \$50,000 in LIHF funds to CityServe's HOPE Street Outreach Program.
- 2) \$95,305 in HOME funds and \$54,695 in LIHF funds to Abode Services' tenant-based rental assistance through the Tri-Valley Rapid Re-Housing Program.
- 3) A total of \$55,000 in LIHF funds to ECHO Housing and Community Resources for Independent Living (CRIL) for housing services.
- 4) A total of \$25,000 in LIHF funds to Tri-Valley REACH to complete capital improvements and major repairs to two (2) affordable home properties for extremely low-income adults with developmental disabilities.
- 5) \$128,000 in LIHF and HOME funds to Habitat for Humanity for administering the City's Housing Rehabilitation Program.

ATTACHMENTS:

1. Staff Recommended Funding Allocation (Human Services & Housing Commissions)
 2. Human Services Commission Agenda Report (3/4/2020)
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BACKGROUND

The City implemented its Housing and Human Services Grant (HHSG) program in 2010. The HHSG program combined funding from the Community Development Block Grant (CDBG) and the HOME Investment Partnership Program (HOME) federal grants and two local sources (the Lower Income Housing Fund (LIHF) and General Funds allocated for human services) into a single streamlined grant program.

HHSG applications for FY 2020/2021 funding were solicited from December 20, 2019 through January 27, 2020. This year, applications were again submitted electronically via the ZoomGrants system, a process that was introduced in 2011. Thirty applications were received by the January 27 deadline, with a total funding request of \$2,021,007 (or \$2,043,020 including the required Section 108 loan payment for 2020/2021). This report addresses the Housing Commission's review of projects that are proposed to be funded with federal HOME funds and/or City Lower Income Housing Funds (LIHF).

DISCUSSION

As described in the attached Human Services Commission (HSC) agenda report included as Attachment 2, the majority of the 30 grant applications were eligible for funding through the main HHSG sources; CDBG (Community Development Block Grant) and City General Funds (the human services category of the former City Grant program). There are seven (7) applications for housing programs and services (with a total requested amount of \$1,452,501) that were identified to be eligible for funding through the other two HHSG funding sources – HOME and LIHF. Copies of the HHSG applications have been distributed. The projects are listed below.

**Table 1:
Summary of HOME and LIHF Eligible Projects**

	Agency / Project	Requested	Eligible Source
1	Abode Services / Tri-Valley Rapid Rehousing Program: a) <i>Tenant-Based Rental Assistance</i> b) <i>Case Management, Admin & Gap Assistance</i>	\$150,000 \$95,305 \$54,695	HOME LIHF
2	CityServe of the TriValley / Housing Grant for Homeless Street Outreach/Homelessness Prevention	\$80,000	LIHF
3	CRIL / Housing & Independent Living Services	\$19,501	LIHF
4	ECHO Housing / Housing Counseling Services	\$40,000	LIHF
5	Habitat for Humanity / Housing Rehabilitation Program	\$128,000	LIHF/HOME
6	Narika	\$1,000,000	LIHF
7	Tri-Valley REACH	\$35,000	LIHF
	Total	\$1,452,501	

It is the Housing Commission’s role to make funding recommendations regarding the use of HOME and LIHF funds. This report provides background and a recommendation for the Commission’s consideration. The recommendations from both the Human Services Commission and the Housing Commission will be forwarded for review and action by the City Council on April 21, 2020.

Summary of Available Funding

The City receives an annual allocation of federal HOME funds through its membership in the Alameda County HOME Consortium. The City’s HOME allocation for projects for FY 2020/21 is \$126,072. Furthermore, in past years, the City has utilized its Lower Income Housing Fund (LIHF) to supplement the CDBG (now HHSG) program to enable funding of several important

housing-related services that would otherwise be difficult to fund using the limited CDBG “public services” dollars. The use of LIHF funds for the housing services activities is consistent with the policy for use of LIHF that was adopted by the City Council in 1994.

Activities Recommended for LIHF & HOME Funding

As in prior years, staff is recommending the funding of “housing services” projects at a level that is generally comparable to past funding levels. These projects are summarized below:

**Table 2:
Summary of Staff Funding Recommendations**

Agency Name	Project Name	FY19/20 Allocation	FY20/21 Request	FY20/21 Staff Rec	% of Request
Abode Services	Tri-Valley Rapid Rehousing Program: <i>Tenant-Based Rental Assistance</i>	\$95,305 (HOME)	\$95,305	\$95,305* (HOME)	100%
	<i>Case Management / Admin</i>	\$54,695 (LIHF)	\$54,695	\$54,695* (LIHF)	100%
CityServe	Housing Grant for Homeless Street Outreach/Homelessness Prevention**	\$50,000	\$80,000	\$50,000 (LIHF)	62.5%
CRIL	Housing & Independent Living Services	\$15,000	\$19,501	\$15,000 (LIHF)	76.9%%
ECHO Housing	Housing Counseling Services	\$40,000	\$40,000	\$40,000 (LIHF)	100%
Habitat for Humanity	Housing Rehabilitation Program	\$128,658**	\$128,000	\$128,000*** (HOME/LIHF)	100%
Narika	Pleasanton Transitional Housing Project	N/A	\$1,000,000	\$0	0%
Tri-Valley REACH	Housing Preventative Maintenance/Repair	\$25,000	\$35,000	\$25,000 (LIHF)	71.4%
	TOTAL	\$408,658	\$1,452,501	\$408,000	28%

(*) *Funding allocations for Abode Services’ Rapid Re-Housing Program in FY 20/21 includes a projected \$70,000 in carry-over HOME funds for Rent Subsidies and a projected \$20,000 in carry-over LIHF funds for Case Management.*

(**) *\$128,658 funding allocation for Habitat for Humanity in FY 19/20 was unused carry-over HOME and LIHF funds.*

(***) *Funding allocations for Habitat for Humanity in FY 20/21 includes a projected \$93,000 in carry-over HOME funds for rehabilitation projects, described in details below.*

A description of the funding requests and recommendations, which would result in the allocation of \$408,000 (\$219,695 in LIHF funds and \$188,305 in HOME funds) for FY 2020/21, are as follows:

Abode Services / Tri-Valley Rapid Rehousing Program

Abode Services has applied for a total of \$150,000 in HHS funding for the Tri-Valley Housing Rapid Re-housing Program which would provide housing support services and temporary subsidies to households who are homeless or at risk of homelessness in Pleasanton. Of the total amount requested, the \$95,305 designated for rental subsidies includes a projected \$70,000 in carry-over HOME funds while the \$54,695 for case management includes a projected \$20,000 in carry-over LIHF funds. The carry-over funds result in a cost saving for the City. During last fiscal year 2018-2019, Abode Services served 10 Pleasanton residents.

CityServe of the TriValley / Homeless Street Outreach/Homelessness Prevention

CityServe has applied for \$80,000 to provide street outreach services in Pleasanton to individuals who are homeless, extremely vulnerable, and currently disconnected from services. The CityServe team has been working and will continue to work closely with Pleasanton Police, City staff, and other service providers to identify people who are homeless and on the street. The goal is to connect these persons with services including health care and housing; thereby strengthening safety net services in Pleasanton and empowering the City to better address the homelessness crisis. The CityServe team will also administer a homelessness prevention program to keep Pleasanton residents from entering homelessness. Staff recommends continued financial support of \$50,000 LIHF funds for this program, which was the same funding allocation in FY 19/20. CityServe only began administering this program in FY 2019-2020, and so far they have served 104 clients between July 1 through December 31, 2019.

Community Resources for Independent Living (CRIL) / Housing & Independent Living Services

CRIL has applied for \$19,501 in City LIHF funds to continue to provide independent living and housing services to low and very low income Pleasanton residents with disabilities. Staff plans to recommend continued financial support for CRIL's services. Staff plans to recommend continued financial support for CRIL's services in the amount \$15,000, which was the same funding allocation in FY 19/20. During last fiscal year 2018-2019, CRIL served 20 Pleasanton residents.

ECHO Housing / Housing Counseling Services

ECHO Housing has applied for \$40,000 in City LIHF funds to continue to provide federally required housing counseling and fair housing services to Pleasanton residents. The agency, which provides important support and counseling services for persons seeking housing options or persons at risk of losing housing, has received similar levels of support in the past. Staff plans to recommend continued financial support for this program. During last fiscal year 2018-2019, ECHO Housing served 309 Pleasanton residents.

Habitat for Humanity / Housing Rehabilitation Program

Habitat for Humanity (Habitat), the City's Housing Rehabilitation Program administrator, has requested \$128,000 to provide critical home repairs paid for by grants or loans from the City

to income-eligible Pleasanton homeowners who are cost-burdened and economically vulnerable. City staff is recommending to allocate a projected \$94,000 in carry-over HOME funds from FY 19/20 for rehabilitation projects and a new allocation of \$35,000 in LIHF for administration costs. This results in a cost saving for the City. During last fiscal year 2018-2019, Habitat served 6 Pleasanton residents.

Narika – Pleasanton Transitional Housing Project

Narika is a local domestic violence intervention and prevention agency offering free counseling and support services to victims of domestic violence and abuse since 1992. Its \$1,000,000 request is to secure a townhome unit in Pleasanton to convert into a transitional house for domestic violence victims and survivors. City staff's recommendation is to not financial support this project in FY 20/21 due to the lack of funds. City staff will coordinate with Narika staff to assist Narika potentially submit a more competitive application next year. This is the first time Narika has applied for funding in Pleasanton.

Tri-Valley REACH / Home Improvement/Preventative Maintenance/Repairs

Tri-Valley REACH owns/leases and maintains 11 single-family homes located in Livermore and Pleasanton that provide affordable housing to 34 low-income adults with developmental disabilities. Of these 11 properties, the six (6) homes located in Pleasanton serve fifteen (15) extremely low-income adults with developmental disabilities. Tri-Valley REACH has applied for \$35,000 in order to complete capital improvements and major repair projects, which include new flooring, hot water heater replacement, and duct repair work, at two (2) of the properties in Pleasanton. Staff plans to recommend continued financial support for Tri-Valley REACH in the amount \$25,000, which was the same funding allocation in FY 19/20. During last fiscal year 2018-2019, Tri-Valley REACH served 30 Pleasanton residents.

Human Services Commission Action

As discussed earlier, the Human Services Commission reviewed the majority of HHSG applications at its meeting of March 4th, 2020. The agenda report and attachments from the HSC meeting are included as Attachment 2. Minutes from the meeting were not yet available; however, the HSC's recommendation is summarized in Attachment 1. The HSC's recommendation will be forwarded to the City Council for review and final action (along with the HC's recommendations) on April 21, 2020.

March 19th Housing Commission Meeting Process

The Commission may request any or all of the agencies listed in Table 1 of this report to make a presentation or answer any questions relating to their housing-related projects. After hearing from the agencies and any other interested parties, the Commission will close the hearing, discuss the applications, and formulate a funding recommendation for consideration by the City Council.

The Commission's recommendation is tentatively scheduled to be reviewed by the City Council (along with the recommendation from the Human Services Commission regarding CDBG and City General Funds) on April 21, 2020. At that time, it is expected the Council will adopt a resolution approving the funding plan for the City's HHSG program (as well as youth and civic arts funding through the Community Grant program) for FY 2020/21. A finalized statement of

federal funding will be submitted to HUD by the required May deadline. FY 2020/21 HHSF funds will be made available July 1, 2020.

Recommendation

Staff believes that the applications summarized in Table 2 and discussed above and recommended for funding through the LIHF and HOME are useful and necessary housing services that will provide unique and important benefits to Pleasanton residents and the Pleasanton community.

ATTACHMENT 1:

**Staff Recommended Funding Allocation
(Human Services Commission / Housing Commission)**

Staff Recommended Funding Allocation (Human Services Commission / Housing Commission)

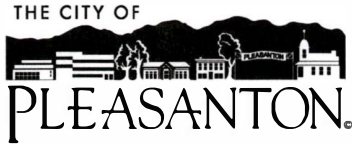
Alpha Order	Review	Agency Name	Project Title	Agency Priority	Funds Requested	Funds Alloc Last Year	Est. Pts Resid.	Cost Per Resid.	Total % of Req	CDBG Cap/Reh	CDBG Pub Svc	CDBG Admin	City Gen Fund	HOME	LHF
HUMAN SERVICE PROJECTS: (for review by Human Services Commission, March 4, 2020)															
1) CAPITAL / REHAB															
7	HSC	City of Pleasanton	Annual Section 108 Loan Payment (Axis Clinic)		\$ 23,184	\$ 23,184			100.00%	\$ 23,184					
25	HSC	Sunflower Hill	Accessible Signage for Adults with Developmental Disabilities	SH1	\$ 16,907	\$ -	36	\$ 469.64	100.00%	\$ 16,907					
8	HSC	CityServe of the TriValley	CDBG Grant for Facility Build Out	CSTV3	\$ 30,000	\$ 54,033	192	\$ 156.25	100.00%	\$ 30,000					
					\$ 70,091				\$ 70,091						
2) SERVICES - MEDICAL / HEALTH															
3	HSC	Axis Community Health	Triage Call Nurse	ACH1	\$ 13,195	\$ 9,195	1,345	\$ 10	37.89%				\$ 5,000		
2	HSC	Axis Community Health	Dental Care for Low-Income Residents	ACH2	\$ 13,000	\$ -	22	\$ 591	38.46%				\$ 5,000		
					\$ 26,195				\$ 10,000				\$ 10,000		
3) SERVICES - FOOD															
21	HSC	Open Heart Kitchen	Hot Meals and Children's Bag Lunch Programs	OHK2	\$ 20,000	\$ 13,400	360	\$ 57	65.00%				\$ 13,000		
22	HSC	Open Heart Kitchen	Pleasanton Senior Meals Program	OHK1	\$ 50,000	\$ 47,818	700	\$ 71	100.00%		\$ 50,000				
24	HSC	Spectrum Community Services	Meals on Wheels for Homebound Pleasanton Seniors		\$ 24,930	\$ 13,900	100	\$ 249	56.16%				\$ 14,000		
28	HSC	Tri-Valley Haven	Food Pantry	TVH1	\$ 30,000	\$ 15,900	595	\$ 50	46.67%				\$ 14,000		
					\$ 124,930				\$ 91,000		\$ 50,000		\$ 41,000		
4) SERVICES - HOMELESS															
9	HSC	CityServe of the TriValley	Crisis Resource and Education Program (For Homeless Preval	CSTV2	\$ 30,000	\$ 19,000	125	\$ 240	60.00%				\$ 18,000		
29	HSC	Tri-Valley Haven	Shloh Domestic Violence Shelter and Services	TVH4	\$ 35,000	\$ 22,000	5	\$ 7,000	45.71%				\$ 16,000		
30	HSC	Tri-Valley Haven	Sojourner House Homeless Shelter Program	TVH2	\$ 80,000	\$ 37,000	5	\$ 16,000	40.00%				\$ 32,000		
23	HSC	Partners for Change Tri-Valley Poverty Alleviation Program	Partners for Change Tri-Valley Poverty Alleviation Program		\$ 10,000	\$ -	60	\$ 167	35.00%				\$ 3,500		
					\$ 155,000				\$ 69,500				\$ 69,500		
5) SERVICES - FINANCIAL / LEGAL															
4	HSC	CALICO Center	Pleasanton Child Abuse Intervention Program		\$ 11,000	\$ 7,800	28	\$ 383	63.64%				\$ 7,000		
17	HSC	Legal Assistance for Seniors	Legal and Supportive Services for Older Adults	TVH3	\$ 7,000	\$ 6,500	445	\$ 16	78.57%				\$ 5,500		
27	HSC	Tri-Valley Haven	Counseling		\$ 30,000	\$ 12,400	50	\$ 600	40.00%				\$ 12,000		
					\$ 48,000				\$ 24,500				\$ 24,500		
6) SERVICES - DISABLED / SPECIAL NEEDS															
26	HSC	Sunflower Hill	Horticulture Teaching Support for Adults with Developmental D	SH2	\$ 31,680	\$ 12,000	40	\$ 792	31.57%				\$ 10,000		
					\$ 31,680				\$ 10,000				\$ 10,000		
7) SERVICES - OTHER															
6	HSC	Chabot-LP / TV One Stop Career Ctr	Pleasanton VITA 2020-21	CLP2	\$ 9,985	\$ 5,000	180	\$ 56	40.02%				\$ 4,000		
5	HSC	Chabot-LP / TV One Stop Career Ctr	Pleasanton Career and Employer Services 2020-2021	CLP1	\$ 9,899	\$ 6,393	326	\$ 30	50.51%				\$ 5,000		
16	HSC	Hope Hospice, Inc	Volunteer Services and Grief Support Program		\$ 18,000	\$ 8,400	316	\$ 57	31.89%				\$ 5,741		
15	HSC	Hively (Formerly Child Care Links)	Early Literacy Diaper Pantry	H1	\$ 15,000	\$ 5,500	250	\$ 60	43.33%				\$ 6,500		
14	HSC	Hively (Formerly Child Care Links)	Community Closet	H2	\$ 25,000	\$ -	420	\$ -	40.00%				\$ 10,000		
19	HSC	Narika	Counseling and Economic Empowerment Programs	N1	\$ 50,000	\$ -	160	\$ 313	0.00%				\$ -		
18	HSC	NAMI Tri-Valley	NAMI Tri-Valley		\$ 7,900	\$ 4,000	130	\$ 61	44.30%				\$ 3,500		
					\$ 135,794				\$ 34,741				\$ 34,741		
8) ADMINISTRATION															
		City of Pleasanton	Administration of CDBG / HHSG Program		\$ 63,758	\$ 63,758			107.35%			\$ 68,442			
					\$ 63,758				\$ 68,442				\$ 68,442		
					\$ 591,690				\$ 378,274		\$ 50,000	\$ 68,442	\$ 189,741		
									Funding Available:	\$ 222,439	\$ 51,332	\$ 68,442	\$ 189,741		
									Remaining for HC Allocation:	\$ 152,348	\$ 1,332	\$ -	\$ -		

Alpha Order	Review	Agency Name	Project Title	Agency Priority	Funds Requested	Funds Alloc Last Year	Est. Pts Resid.	Cost Per Resid.	Total % of Req	CDBG Cap/Reh	CDBG Pub Svc	CDBG Admin	City Gen Fund	HOME	LHF
HOUSING-RELATED PROJECTS: (for review by Housing Commission, March 19, 2020)															
10	HC	CityServe of the TriValley	HOPE Outreach	CSTV1	\$ 80,000	\$ 50,000	191	\$ 419	62.50%						
20	HC	Narika	Pleasanton Transitional Housing Project	N2	\$ 1,000,000	\$ -	16	\$ 62,500	0.00%						
1	HC	Abode Services*	Tri-Valley Rapid Rehousing Program (Rent Subsidies)		\$ 95,305	\$ 95,305	24	\$ 6,250	26.23%					\$ 25,000	\$ 35,000
			Tri-Valley Rapid Rehousing Program (Case Mgmt)		\$ 54,695	\$ 54,695	305	\$ 131	63.98%						\$ 40,000
12	HC	ECHO Housing	Housing Counseling Services		\$ 40,000	\$ 40,000	30	\$ 650	100.00%						\$ 15,000
11	HC	GRIL	Housing and Independent Living Skills		\$ 19,501	\$ 15,000	30	\$ 650	76.92%						\$ 12,000
3	HC	Tri-Valley REACH	Housing Preventative Maintenance and Repair		\$ 35,000	\$ 12,000	16	\$ 2,188	34.29%						\$ 12,000
13	HC	Habitat for Humanity**	Housing Rehabilitation Program		\$ 128,000	\$ -	9	\$ 14,222	N/A					\$ 25,000	\$ 35,000
					\$ 1,452,501				\$ 212,000					\$ 25,000	\$ 187,000
					\$ 2,044,191				\$ 590,274		\$ 50,000	\$ 68,442	\$ 189,741	\$ 25,000	\$ 187,000

(1) New project or agency did not apply last year; highlighted in red
 * Abode Services: FY 2020/2021 funding includes a projected \$70,000 in carry-over HOME funds for Rent Subsidies and a projected \$20,000 in carry-over LHF funds for Case Mgmt.
 ** Habitat for Humanity: FY 2020/2021 funding includes a projected \$94,000 in carry-over funds for projects.

ATTACHMENT 2:

**Human Services Commission Agenda Report with Attachments
(March 4, 2020)**



**HUMAN SERVICES COMMISSION
AGENDA REPORT**

March 4, 2020
Item 4

TITLE: REVIEW AND ALLOCATE HOUSING AND HUMAN SERVICES GRANT FUNDS FOR FISCAL YEAR 2020/2021 AND RECOMMEND CITY COUNCIL APPROVAL

SUMMARY

This report summarizes the applications received for funding under the City of Pleasanton Housing and Human Services Grant (HHSG) program. The report provides an analysis of the applications and a recommended funding allocation. This April, the Human Services Commission recommendation is tentatively scheduled to be reviewed by the City Council, along with the recommendation from the Housing Commission regarding HOME Investment Partnership Program (HOME) and Low-Income Housing Funds (LIHF) funds. At that time, it is expected the City Council will adopt a resolution approving the funding plan for the City's HHSG program for fiscal year (FY) 2020/2021. The City's final appropriations of federal funding Community Development Block Grant (CDBG and HOME) will be submitted to the U.S. Department of Housing and Urban Development (HUD) by the required May 15 deadline. Fiscal year 2020/2021 HHSG funds will be made available July 1, 2020.

RECOMMENDATION

Review and allocate Housing and Human Services Grant Funds for Fiscal Year 2020/2021 and recommend City Council approval.

FINANCIAL STATEMENT

Approval of the FY 2020/2021 HHSG funding recommendation by the Human Services Commission (commission) will provide approximately \$478,500 during the coming year for projects and services that primarily offer a direct benefit to low-income Pleasanton residents. Approximately \$224,500 is provided by local General Funds. This amount is based on a 4.10% increase in City General Fund revenues from the preceding fiscal year. A projected \$342,200 is provided by federal CDBG funds. Project funding will be included in the City's Operating Budget for FY 2020/2021.

BACKGROUND

The City implemented its HHSG program in 2010. The HHSG program combined funding from federal CDBG and HOME funds as well as two local sources (LIHF and City General Funds) allocated for human services. These funding sources make up a single streamlined grant program.

HHSG applications for FY 2020/2021 funding were solicited from December 20, 2019 through January 27, 2020. Thirty applications were received by the January 27 deadline, with a total funding request of \$2,021,007.

Applications were submitted electronically via the ZoomGrants system, and members of the Human Services Commission were able to review the applications online. Consequently, no printed materials were distributed this year, and commissioners are requested to print their copies and bring them to the March 4, 2020, meeting as well as any project-specific materials that are desired for review during the meeting.

DISCUSSION

The following table summarizes the composite level of funding for the HHSG program for the coming fiscal year:

Source	FY2019/20 Funding	FY 2020/2021 Funding	Notes
<u>CDBG:</u>			
Capital	\$192,076	\$222,439	These amounts do not include an estimated \$68,442 for program administration (20% of the grant) as well as the Section 108 Loan repayment amount of \$23,184. CDBG eligibility requirements are included in Attachment 4.
Pub. Svc.	\$ 49,757	\$ 51,332	
City Gen. Fund	\$206,379	\$189,741	City Grant funds reserved for human services; increased from last year based on 4.61% increase in the City's General Fund per policy adopted in 2009. Amount allocated is \$224,741 - \$35,000 for the Behavioral Health RFQ.
Subtotal:	\$448,212	\$463,512	[Funding available for allocation by the Human Services Commission]
HOME	\$133,027	\$126,072	HOME eligibility requirements are included in Attachment 4. The allocation of HOME funds is subject to review and recommendation by the Housing Commission on March 19, 2020.
LIHF	\$171,695	\$187,000	This is an estimate based on applications received and the historic level of supplementation from the LIHF to the CDBG/HOME programs in recent years. The allocation of funds from the LIHF is subject to review and recommendation by the Housing Commission on March 19, 2020.
Total:	\$671,246	\$776,584	

The total pool of HHSG funding for FY 2020/2021, specifically CDBG and General Fund(s), has remained relatively stable. Commission recommendations will focus on the allocation of CDBG funds and City General Funds for human services and non-housing capital projects. The City Council's review is tentatively scheduled for April 2020. The

final action taken by the City Council will be included when the City submits its annual Action Plan for Pleasanton's federal grant funds for FY 2020/2021 in May.

Staff's recommendation (Attachment 1) includes the funding of seven housing-related projects or services through HOME and/or LIHF funds, both of which will be reviewed by the Housing Commission at its meeting on March 19, 2020. Both the Housing and Human Services Commission grant recommendations will be forwarded directly to the City Council and presented with the Community Grants Program allocation recommendations.

Summary of Attachments

A list of the grant applications received and staff's recommendation for funding is included as Attachment 1 and is detailed below.

Applications were submitted electronically via the ZoomGrants system, and members of the commission used the online system to conduct their application review. A scoring report from ZoomGrants showing the composite rankings from the commission's review is included as Attachment 2. The scoring process within ZoomGrants was set up similarly to an evaluation spreadsheet that the commission used in past years. The scoring process is not intended to be the sole means of evaluating the applications but, rather a framework for efficient evaluation tied to the criteria established for the HHSO program and specific priorities adopted by the commission in September 2019, and included in Attachment 7.

Attachment 3 provides a broader history of grant funding by the City of Pleasanton for the past three years. Attachment 4 includes a summary of the guidelines for the two federal programs (CDBG and HOME), while Attachment 5 includes the 2019 income limits, which are the latest income limits by affordability level for the Alameda/Contra Costa area. The criteria adopted by the commission for review of FY 2019/2020 HHSO applications are shown in Attachment 6.

Summary of HHSO Applications

Staff believes the applications received are of high quality, target a wide range of community needs, and demonstrate the broad scope of services provided to the community. Summary observations:

- 30 applications were received this year
- The total amount of funding requested is \$2,021,007, substantially higher than previous years due to one request of \$1,000,000
- The following are new human services programs/projects for this year:
 - Axis Community Health / Dental Care for Low-Income Residents
 - Hively / Community Closet
 - Narika / Counseling and Economic Empowerment Programs
 - Partners for Change Tri-Valley Poverty Alleviation / Poverty Alleviation
 - Sunflower Hill / Accessible Signage for Adults with Developmental Disabilities
- Several agencies submitted multiple applications. Agencies submitting multiple applications were asked to rank them in order of agency priority for funding, and

when appropriate, staff considered the preferred prioritization in developing its recommendations.

Staff's funding recommendations are provided in Attachment 1 and are intended to serve as a starting point for the commission's discussions and assist in managing the large quantity and variety of applications. As in prior years, staff will adjust the recommendations at the meeting to assist the commission in developing its funding recommendation. The recommendation is scaled to the funds available in each of the funding source categories; CDBG, City General Fund, HOME, and LIHF.

Projects are separated by those that are identified for review and recommended by each commission (Human Services and Housing). Attachment 1 includes several columns of information for comparative purposes: funding requested; funding allocated last year; estimated Pleasanton residents to be served; and estimated cost per resident. With regard to the "Cost Per Resident" column, staff would like to emphasize that this statistic is not meant to provide a direct comparison across projects as data across projects may not be comparable. Nevertheless, it does serve as a useful indicator of the cost of providing service.

The following general comments apply to staff's funding recommendations:

- Two applications (and the City's Section 108 loan repayment for FY 2020/2021), are considered capital projects. The most appropriate source for funding these applications is the capital/rehab portion of the City's CDBG grant for which there is an estimated \$222,440 available.
- Seven applications are for housing services and programs which are eligible to be funded through a combination of federal HOME and City LIHF funds. These applications will be reviewed by the Housing Commission on March 19, 2020
- The remaining 21 applications are non-housing, public services projects. Approximately \$241,073, comprised of \$189,741 in City General Funds and an estimated \$51,332 in CDBG funds, is available to fund these applications.
 - Most of the public services projects have applied for and received HHS funding in the past and provide useful and important on-going services in the community.
 - Two applications (one from Narika and one from Partners for Change Tri-Valley Poverty Alleviation) represent programs that have not applied for funding in the previous fiscal year, totaling \$1,050,000.
 - Hively and Sunflower Hill have applied previously but are requesting funds for new/different programs.

Staff's Funding Recommendation

Staff has provided an overall funding recommendation that incorporates commission priorities and rankings. Staff's recommendation, as summarized in Attachment 1, is targeted toward addressing service gaps, particularly around critical safety net services. Staff also attempted to address a variety of activity categories (food, medical, mental health, legal, homelessness, prevention, etc.) to provide some level of funding to most,

with the goal of achieving a balanced distribution that will hopefully maximize the efficiency of City funding to address gaps in safety net service areas.

Staff's funding recommendation is a composite of multiple staff reviews from the Housing and Recreation Divisions. Staff considered many factors in developing a recommendation, including: an evaluation of applications against the commission's criteria; composite commission application scores; past year program performance and funding levels; whether the program/project addresses a core safety net service or an identified services gap; whether duplicative services were requested; and, distribution of funding across a variety of community needs.

While the recommendation attempts to provide an emphasis on the commission priorities and other factors addressed, it is important to note that other criteria also influence and sometimes override the allocation of funds to projects that meet designated priorities. In general, the most common factors are the restrictions within each funding source and the demand versus the availability of funds such as CDBG Capital funds and Public Services funds. For example, it may be possible to fund a project that does not necessarily score highly under the commission criteria simply because funds are more available in the funding source for that particular type of activity.

Capital/Rehab Funding Recommendations

The City is required to set aside funding for its annual payment on the Section 108 loan that was used to assist the Axis Community Health Clinic rehab project in 2015. This amount is \$23,184 and is included in Attachment 1. Staff is recommending that remaining CDBG funds for capital and rehab activities be directed toward CityServe Facility Build Out capital improvement project and Sunflower Hill Assessible Signage for Adults with Developmental Disabilities.

Application Not Recommended for Funding

Staff is not recommending funding for Narika – Counseling and Economic Empowerment Programs. The commission voted 2-4 to not fund this program. The proposal is a program to foster economic independence and self-reliance among survivors of domestic violence. This is a duplication of service with other Tri-Valley service providers.

Human Services Commission Meeting Process

Last December it was agreed that the March 4, 2020 meeting would begin at 6 p.m. Similarly, the commission decided not to require mandatory presentations from each agency. All agencies can attend the public meeting and will have an opportunity to speak, if desired, and to answer questions by the commission if applicable. The commission has specifically requested brief presentations at the beginning of the meeting from agencies listed below:

Time (estimate)	Agency	Program
6:20 p.m.	Axis Community Health	Dental Care for Low-Income Residents
6:30 p.m.	CityServe of the Tri-Valley	CDBG Grant for Facility Build Out
6:40 p.m.	Hively	Community Closet
6:50 p.m.	Narika	Counseling and Economic Empowerment Programs
7:00 p.m.	Partners for Change Tri-Valley Poverty Alleviation	Partners for Change Tri-Valley Poverty Alleviation
7:10 p.m.	Sunflower Hill	Accessible Signage for Adults with Developmental Disabilities

CONCLUSION

As in prior years, the commission is faced with limited funds relative to the aggregate dollar amount requested. The funding allocation structure of the HHSG program improves the funding picture somewhat, both in terms of aggregate funding available and the potential for greater efficiency in allocating funds. However, potential cuts to federal programs in the short-term future create the possibility of fewer federal dollars to allocate locally. The City has dedicated General Funds to supplement federal funds and ensure that local critical human service needs are provided to the community.

The task before the commission is to review the non-housing applications and consider funding recommendations for City Council approval. Staff recommends that the commission develop a funding recommendation for City Council based on staff's proposed funding allocations (shown in Attachment 1) which includes the following considerations:

- Individual commissioner evaluation of projects (e.g. based on the scoring tools used in ZoomGrants incorporating the established HHSG project review criteria)
- Testimony and discussion at the March 4, 2020 commission meeting
- Other information as applicable.

Staff will have an electronically displayed spreadsheet available at the meeting to facilitate adjustments to the funding allocation during discussions.

The commission's recommendation for HHSG funding is tentatively scheduled to be reviewed by the City Council, along with the recommendation from the Housing Commission regarding HOME and LIHF funds, this April. At that time, it is expected the City Council will adopt a resolution approving the funding plan for the City's HHSG program (as well as civic arts and youth funding through the Community Grant program) for FY 2020/2021. A finalized statement of federal funding will be submitted to HUD by the required May deadline. Funds for FY 2020/2021 HHSG projects will be made available July 1, 2019.

ALTERNATIVE ACTION

Recommend different funding strategies (subject to applicable program restrictions and other constraints).

Submitted by:



Jay Ingram
Recreation Manager

Attachments:

1. FY 2020/2021 HHSB Review – Staff Recommended Funding Allocation
2. ZoomGrants FY 2020/2021 HHSB Program Scoring Report
3. HHSB Funding by Fiscal Year (FY 2017/18 through FY 2019/20)
4. Objectives and Eligible Activities for Specific Funding Programs (e.g., CDBG and HOME)
5. 2019 Income and Rent Limits
6. Human Services Commission Criteria for Review of HHSB Applications for FY 2020/2021
7. Human Services Commission Statement of Priorities 2020/2021 HHSB Program

FY 2020/21 Housing and Human Services Grant Program

City of Pleasanton
Housing Division
USD\$500,000.00 available

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Scoring Report

Organization Name Application Title	Requested Amount	Votes	Average Recommend	Trial Decision	Trial Amount	Committee Score	Admin Score	Adjust	Total Score
Abode Services Tri-Valley Rapid Re-Housing Program	USD\$150,000.00	0 to 0		Undecided ▼	USD\$ 0	0.00	0		0.00
Axis Community Health Dental Care for Low-Income Residents	USD\$13,000.00	7 to 0	USD\$9,214.29	Undecided ▼	USD\$ 0	128.02	0		128.02
Axis Community Health Triage Call Nurse	USD\$13,195.00	7 to 0	USD\$9,270.00	Undecided ▼	USD\$ 0	130.79	0		130.79
CALICO Center Pleasanton Child Abuse Intervention	USD\$11,000.00	7 to 0	USD\$8,614.29	Undecided ▼	USD\$ 0	123.46	0		123.46
Chabot-Las Positas Community College District/Tri-Valley Career Center Pleasanton Career & Employer Services 2020-2021	USD\$9,899.00	6 to 1	USD\$5,316.50	Undecided ▼	USD\$ 0	109.62	0		109.62
Chabot-Las Positas Community College District/Tri-Valley Career Center Pleasanton VITA Free Tax Program 2020-2021	USD\$9,995.00	6 to 1	USD\$5,313.83	Undecided ▼	USD\$ 0	114.17	0		114.17
CityServe of the Tri-Valley CBDG Grant for Facility Build Out	USD\$30,000.00	6 to 0	USD\$25,666.67	Undecided ▼	USD\$ 0	127.88	0		127.88
CityServe of the Tri-Valley Pleasanton Crisis Resource & Education Program (for Homelessness Prevention)	USD\$30,000.00	7 to 0	USD\$18,285.71	Undecided ▼	USD\$ 0	126.82	0		126.82
CityServe of the Tri-Valley Pleasanton Housing Grant for Homeless Street Outreach/Homelessness Prevention	USD\$80,000.00	0 to 0		Undecided ▼	USD\$ 0	0.00	0		0.00
Community Resources for Independent Living Housing and Independent Living Skills	USD\$19,501.00	0 to 0		Undecided ▼	USD\$ 0	0.00	0		0.00
Eden Council for Hope and Opportunity Housing Counseling Services	USD\$40,000.00	0 to 0		Undecided ▼	USD\$ 0	0.00	0		0.00
Habitat for Humanity East Bay/Silicon Valley, Inc. Housing Rehabilitation Program	USD\$128,000.00	0 to 0		Undecided ▼	USD\$ 0	0.00	0		0.00

Organization Name Application Title	Requested Amount	Votes	Average Recommend	Trial Decision	Trial Amount	Committee Score	Admin Score	Adjust	Total Score
Hively Community Closet	USD\$25,000.00	5 to 1	USD\$12,400.00	Undecided ▼	USD\$ 0	101.32	0		101.32
Hively Diaper Pantry	USD\$15,000.00	6 to 0	USD\$8,250.00	Undecided ▼	USD\$ 0	110.95	0		110.95
Hope Hospice, Inc Volunteer Services and Grief Support Program	USD\$18,000.00	6 to 1	USD\$11,416.67	Undecided ▼	USD\$ 0	123.50	0		123.50
Legal Assistance for Seniors Legal and Supportive Services for Older Adults	USD\$7,000.00	7 to 0	USD\$5,928.57	Undecided ▼	USD\$ 0	121.98	0		121.98
NAMI Tri-Valley NAMI Tri-Valley	USD\$7,900.00	5 to 2	USD\$5,360.00	Undecided ▼	USD\$ 0	98.38	0		98.38
Narika Counseling and Economic Empowerment Programs	USD\$50,000.00	2 to 4	USD\$4,750.00	Undecided ▼	USD\$ 0	53.13	0		53.13
Open Heart Kitchen Pleasanton Hot Meal and Children's Bag Lunch Programs	USD\$20,000.00	7 to 0	USD\$16,528.57	Undecided	USD\$ 0	135.29	0		135.29
Open Heart Kitchen Pleasanton Senior Meal Program	USD\$50,000.00	7 to 0	USD\$46,812.57	Undecided	USD\$ 0	135.50	0		135.50
Partners for Change Tri-Valley Poverty Alleviation Program Partners for Change Tri-Valley Poverty Alleviation Program	USD\$10,000.00	5 to 1	USD\$6,000.00	Undecided	USD\$ 0	95.70	0		95.70
Spectrum Community Services Meals on Wheels for Homebound Pleasanton Seniors	USD\$24,930.00	7 to 0	USD\$19,547.14	Undecided	USD\$ 0	134.20	0		134.20
Sunflower Hill Accessible Signage for Adults with Developmental Disabilities	USD\$16,907.00	6 to 0	USD\$12,786.83	Undecided	USD\$ 0	123.76	0		123.76
Sunflower Hill Horticulture Teaching Support for Adults with Developmental Disabilities (copy)	USD\$31,680.00	6 to 1	USD\$16,393.33	Undecided	USD\$ 0	120.88	0		120.88
Tri-Valley Haven Counseling	USD\$30,000.00	7 to 0	USD\$14,828.57	Undecided	USD\$ 0	124.38	0		124.38
Tri-Valley Haven Food Pantry	USD\$30,000.00	7 to 0	USD\$19,128.57	Undecided	USD\$ 0	127.31	0		127.31
Tri-Valley Haven Shiloh	USD\$35,000.00	7 to 0	USD\$21,000.00	Undecided	USD\$ 0	117.62	0		117.62
Tri-Valley Haven Sojourner House	USD\$80,000.00	7 to 0	USD\$38,571.43	Undecided	USD\$ 0	121.55	0		121.55
Tri-Valley REACH, Inc. Home Improvements, Preventative Maintenance/Repairs	USD\$35,000.00	0 to 0		Undecided	USD\$ 0	0.00	0		0.00

Attachment 3:

Housing and Human Services Grant (HHSG) Funding by Fiscal Year, 2017-2020 (last 3 years)

FUNDING SOURCE:

Project/Agency Name	Project Purpose	CDBG	LIHF	Gen Fund	HOME
FY 2019-20:					
City of Pleasanton	Section 108 Loan Repayment	\$23,184			
CityServe Tri-Valley	Facility Build Out	\$53,024			
Open Heart Kitchen	Senior Meal Program	\$47,818			
Tri-Valley Haven	Tri-Valley Haven Capital Improvement Project	\$130,000			\$95,305
Abode Services	Tri-Valley Rapid Rehousing Program (Rent Subsidies)				
Abode Services	Tri-Valley Rapid Rehousing Program (Case Management)		\$54,695		
CityServe Tri-Valley	HOPE Street Outreach		\$50,000		
CRIL	Housing and Independent Living Resources		\$15,000		
ECHO Housing	Housing Counseling Services		\$40,000		
Tri-Valley Reach	Housing Preventative Maintenance and Repair		\$25,000		
Axis Community Health	Triage Call Nurse			\$9,195	
CALICO Center	Pleasanton Child Abuse Intervention			\$7,800	
Chabot-Las Positas TV One Stop Career Ctr	Pleasanton VITA 19-20			\$5,000	
Chabot-Las Positas TV One Stop Career Ctr	Pleasanton Job Initiative 19-20			\$6,393	
CityServe Tri-Valley	Crisis Intervention-Sheltered Residents-City of Pleasanton			\$19,000	
Easter Seals Bay Area	Kaleidoscope Community Adult Program			\$5,000	
Hively formerly Child Care Links	Behavioral Health Care Services			\$12,500	
Hively formerly Child Care Links	Early Literacy Diaper Pantry			\$5,500	
Hope Hospice	Grief Support Center			\$8,400	
Legal Assistance for Seniors	Legal Assistance for Seniors			\$6,500	
NAMI Tri-Valley	NAMI Tri-Valley Grant Application			\$4,000	
Open Heart Kitchen	Hot Meal and Weekend Box Lunch Program			\$13,400	
Spectrum Community Services	Meals on Wheels for Pleasanton Seniors			\$13,900	
Sunflower Hill	Special Needs Horticulture Teaching Support			\$12,000	
Tri-Valley Haven	Tri-Valley Haven Food Pantry			\$15,900	
Tri-Valley Haven	Counseling and Temporary Restraining Order Clinic			\$12,400	
Tri-Valley Haven	Shiloh Domestic Violence Shelter and Services			\$22,000	
Tri-Valley Haven	Sojourner House Homeless Shelter			\$37,000	
FY 2019-20 TOTAL:		\$254,026	\$184,695	\$215,888	\$95,305

FY 2019-20 TOTAL: \$749,914

**Attachment 3:
Housing and Human Services Grant (HHSG) Funding by Fiscal Year, 2017-2020 (last 3 years)**

FUNDING SOURCE:

Project/Agency Name	Project Purpose	CDBG	LIHF	Gen Fund	HOME
FY 2018-19:					
Axis Community Health	Phase 2 of Capitol Improvement Project	\$100,000			
City of Pleasanton	Section 108 Loan Repayment	\$23,539			
Open Heart Kitchen	Senior Meal Program	\$49,757			
Tri-Valley Haven	Tri-Valley Haven Capital Improvement Project	\$92,077			
CRIL	Housing and Independent Living Resources		\$15,000		
ECHO Housing	Housing Counseling Services		\$40,000		
Tri-Valley Reach	Tri-Valley Reach		\$12,000		
CALICO Center	Pleasanton Child Abuse Intervention			\$8,500	
Chabot-Las Positas TV One Stop Career Ctr	Pleasanton VITA 18-19			\$5,000	
Chabot-Las Positas TV One Stop Career Ctr	Pleasanton Job Initiative 18-19			\$5,000	
Child Care Links	Early Childhood Education Training			\$4,000	
Child Care Links	Early Literacy Diaper Pantry			\$5,000	
CityServe Tri-Valley	CityServe Tri-Valley			\$13,379	
Easter Seals Bay Area	Kaleidoscope Community Adult Program			\$8,000	
Eden I&R, Inc.	2-1-1 Alameda County			\$10,000	
Hope Hospice	Grief Support Center			\$9,000	
Legal Assistance for Seniors	Legal Assistance for Seniors			\$7,500	
Open Heart Kitchen	Hot Meal and Weekend Box Lunch Program			\$13,000	
Pleasanton Unified School District	Student Health Services			\$5,000	
Senior Support Program of the Tri-Valley	VAST-Volunteer gas cards			\$1,500	
Spectrum Community Services	Meals on Wheels for Pleasanton Seniors			\$11,000	
Sunflower Hill	Special Needs Horticulture Teaching Support			\$10,000	
Tri-Valley Haven	Tri-Valley Haven Food Pantry			\$17,000	
Tri-Valley Haven	Counseling and Temporary Restraining Order Clinic			\$13,000	
Tri-Valley Haven	Shiloh Domestic Violence Shelter and Services			\$23,000	
Tri-Valley Haven	Sojourner House Homeless Shelter			\$39,000	
Habitat for Humanity	Housing Rehabilitation Program				\$83,034
FY 2018-19 TOTAL:		\$265,373	\$67,000	\$207,879	\$83,034

FY 2018-19 TOTAL: \$623,286

**Attachment 3:
Housing and Human Services Grant (HHSG) Funding by Fiscal Year, 2017-2020 (last 3 years)**

Project/Agency Name	Project Purpose	FUNDING SOURCE:				HOME
		CDBG	LIHF	Gen Fund		
FY 2017-18:						
City of Pleasanton	Section 108 Loan Repayment	\$20,062				
Tri-Valley Haven	Tri-Valley Haven Capital Improvement Project	\$140,438				
Hope Hospice	Unified Communications Phone System	\$15,000				
Open Heart Kitchen	Senior Meal Program	\$40,500		\$7,000		
ECHO Housing	Housing Counseling Services		\$40,000			
Abode Services	HOPE Street Outreach		\$50,000			
Abode Services	Tri-Valley Rapid Re-housing Program (Case Management)		\$50,000			
Abode Services	Tri-Valley Rapid Re-housing Program (Rent Subsidies)				\$70,000	
Hope Hospice	Grief Support Center			\$5,000		
Spectrum Community Services	Meals on Wheels for Pleasanton Seniors			\$8,000		
Tri-Valley Haven	Tri-Valley Haven Food Pantry			\$18,500		
Tri-Valley Haven	Counseling and Temporary Restraining Order Clinic			\$11,000		
Tri-Valley Haven	Shiloh Domestic Violence Shelter and Services			\$16,000		
Tri-Valley Haven	Sojourner House Homeless Shelter			\$30,000		
Legal Assistance for Seniors	Legal Services and Education for Seniors			\$9,000		
Open Heart Kitchen	Hot Meal and Weekend Box Lunch Program			\$13,500		
Easter Seals Bay Area	Kaleidoscope Teen Group			\$10,000		
CityServe Tri-Valley	CityServe Tri-Valley			\$10,000		
CALICO Center	Pleasanton Child Abuse Intervention			\$7,000		
Tri-Valley YMCA	Behavioral Health Care Services for Families			\$28,000		
Pleasanton Unified School District	Student Health Services			\$5,000		
Chabot-Las Positas CCC District	Pleasanton Job Initiative			\$7,000		
Sunflower Hill	Sunflower Hill Gardens - Curriculum Dev and Teaching			\$5,000		
Axis Community Health	Enhancing Health Outcomes with Patient Care Messaging			\$9,251		
	FY 2017-18 TOTAL:	\$216,000	\$140,000	\$199,251	\$70,000	

Objectives and Eligible Activities for Specific Funding Programs

1) Community Development Block Grant (CDBG)

Each year, the City of Pleasanton receives an entitlement grant of federal Community Development Block Grant (CDBG) funds through the U.S. Department of Housing and Urban Development (HUD). CDBG funds must be used for projects which benefit primarily lower income households or individuals, aid in the prevention or elimination of slums or blight, or meet an urgent local community development need.

The City has traditionally opened these federal funds for application by eligible nonprofit agencies which provide housing and services benefiting low-income Pleasanton residents. Activities that are eligible for CDBG funding include acquisition, construction, rehabilitation, or installation of public facilities and improvements; public services (limited to 15% of the City's total grant); removal of architectural barriers to elderly or handicapped persons; and, rehabilitation and preservation activities for low-income housing, senior housing, and other qualified facilities.

Prior to 1994, the City received its CDBG funds through Alameda County as a smaller city. As of July 1, 1994, the City became eligible (due to its increased population) to receive a direct entitlement from HUD. HUD determines each jurisdiction's funding level prior to the beginning of each new fiscal year based on a formula which includes factors such as the population of low income persons and the age and quality of the housing stock. Since becoming an entitlement city in 1994, Pleasanton has received approximately \$250,000 to \$300,000 in CDBG funds each year.

In order to receive CDBG funds each year, the City enters into a contract with HUD to agree to implement the Housing and Community Development Act of 1974 and related CDBG program regulations in 24 CFR (Code of Federal Regulations) 570. All CDBG allocations are subject to the regulations detailed in OMB Circulars A-110 & A-122. Information regarding both programs can be obtained on HUD's website (www.hud.gov) and in Appendix B of this manual.

All CDBG-funded activities must meet at least one of the National Objectives stated in 24 CFR 570.200(a)(2):

1. At least 70% of the program's participants must have low or moderate income as defined by HUD.
2. The project must eliminate slum and blight as defined by HUD.
3. The project must meet an urgent need designated as an emergency

The following activities are eligible for CDBG funding per 24 CFR 570.201:

- Acquisition of real property for any public purposes other than the general conduct of government.
- Disposition of property acquired with Community Development Block Grant (CDBG) funds.
- Acquisition, construction, rehabilitation, or installation of public facilities and improvements carried out by the City or other public or private nonprofit entities.
- Public services (limited to 15% of the City's total CDBG grant) which are directed toward improving the community's public services and facilities, including, but not limited to, those concerned with employment, Welfare Reform, child care, health, drug abuse, education, job training assistance, recreational needs, crime prevention, or energy conservation. To qualify, a public service must be either a new service or a quantifiable increase over the previous year and must benefit seventy percent (70%) low/moderate income persons.
- Removal of architectural barriers, which restrict the mobility, or access of elderly and/or persons with disabilities. All publicly and privately owned buildings and facilities are eligible for funding.

- Rehabilitation and preservation activities for:
 - Low and moderate-income owner-occupied houses.
 - Low and moderate-income public housing.
 - Publicly owned non-residential buildings and improvements otherwise eligible for assistance.
 - Publicly or privately owned historic properties.
 - Closed school buildings to be converted for use as an eligible commercial or industrial facility, public facility, or for housing.
 - Low and moderate-income senior housing.
 - Business that agree to hire and/or serve low and moderate-income persons.
- Activities designed to create or retain jobs. All jobs created within the applicant's project are required to be permanent and at least 51 percent of the total amount must be for persons of low and moderate income.

The following activities are ineligible for funding through CDBG (24 CFR 570.207):

- Buildings for the general conduct of government. This includes operating and maintenance expenses. Exceptions are operation and maintenance expenses associated with public service activities, interim assistance, and CDBG program staff.
- General government expenses except to carry out the CDBG program.
- Political or religious activities.
- Construction equipment.
- Fire protection equipment unless an integral part of a public facility.
- Personal furnishing and property.
- Food not related to direct service delivery to clients.
- Furnishings that are not integral structural fixtures.
- New housing construction except for land acquisition and other specific circumstances
- Income payments and other subsistence payments made to individuals or a family.

2) HOME Investment Partnership Program (HOME)

The City of Pleasanton participates with other jurisdictions in the Alameda County HOME Consortium for the purpose of receiving and administering federal HOME (HOME Investment Partnership Program) funds. Pleasanton receives approximately \$150,000 in HOME funds each year through Alameda County.

The Consortium adopted a Five-Year Consolidated Plan in May 2005 covering fiscal years 2005 through 2009 and will adopt an updated Plan in 2010 for fiscal years 2010 through 2014. Each year, participating jurisdictions update the Consolidated Plan with one-year Action Plans which outline resources and activities to be undertaken during the next fiscal year regarding issues relating to housing and community development.

As with federal CDBG funds, the City enters into a contract with HUD to agree to implement the applicable HOME program regulations found in 24 CFR part 92 established by Title II of the Cranston-Gonzales National Affordable Housing Act of 1990. Information regarding the HOME program regulations can be obtained on HUD's website (www.hud.gov) and in Appendix B of this manual.

All HOME-funded activities must meet at least one of the National Objectives stated in Title 42, Chapter 130, Subchapter II, Section 202:

1. Expand the supply of rental housing that is affordable to very low and low-income persons/families.
2. Improve homeownership opportunities to very low and low-income persons and families.
3. Expand the capacity of non-profit providers of lower income housing.
4. Encourage private-sector participation in the development of lower income housing.

Participating Jurisdictions, or PJs [e.g., *the City of Pleasanton as a member of the Alameda County HOME Consortium*], may choose among a broad range of eligible activities per 24 CFR 92.205 and 92.206:

- Provide home purchase or rehabilitation financing assistance to eligible homeowners and new homebuyers.
- Build or rehabilitate housing for rent or ownership or for "other reasonable and necessary expenses related to the development of non-luxury housing," including site acquisition or improvement, demolition of dilapidated housing to make way for HOME-assisted development, and payment of relocation expenses.
- Provide tenant-based rental assistance contracts of up to two (2) years if such activity is consistent with their Consolidated Plan and justified under local market conditions.

Some special conditions apply to the use of HOME funds. HOME-assisted rental housing must comply with certain rent limitations (rent limits are published each year by HUD). The program also establishes maximum per unit subsidy limits and maximum purchase-price limits. PJs must match every dollar of HOME funds used (except for administrative costs) with 25 cents from nonfederal sources, which may include donated materials or labor, the value of donated property, proceeds from bond financing, and other resources. The match requirement may be reduced if the PJ is distressed or has suffered a Presidentially declared disaster. In addition, PJs must reserve at least 15 percent of their allocations to fund housing to be owned, developed, or sponsored by experienced, community-driven nonprofit groups designated as Community Housing Development Organizations (CHDOs).

PJs must ensure that HOME-funded housing units remain affordable in the long term (20 years for new construction of rental housing; 5-15 years for construction of homeownership housing and housing rehabilitation, depending on the amount of HOME subsidy). PJs have two years to commit funds (including reserving funds for CHDOs) and five years to spend funds.

The following activities are ineligible for funding through HOME (24 CFR 92.214):

- Project reserve accounts or operating subsidies
- Tenant-based rental assistance in conjunction with a rental rehabilitation program or for a specific project.
- Match for other federal programs except McKinney Act funds
- Operations or modernization of public housing.
- Acquisition of City-owned property.
- Committing additional HOME funds after a project has been complete for over one year.

3) City Lower Income Housing Funds for Housing

Since 1978, the City of Pleasanton has charged an in-lieu fee from developers in order to address the need for affordable housing related to new growth (residential and commercial). The fees have been used to create a Lower Income Housing Fund (LIHF) with the following established purposes:

- Creating new affordable lower income and moderate income housing to offset the impacts of new development, both residential and commercial/office/industrial, on the City's housing stock.
- Enabling the City to meet the portion of its lower income and moderate income housing needs as identified in the General Plan Housing Element which cannot be adequately met through other measures such as inclusionary programs and market rate projects.

LIHF funds shall be used for projects or activities which benefit Pleasanton residents and/or workers and which address the goals policies and programs of the General Plan Housing Element for affordability level, housing tenure, and other priority issues. Priority is given to projects which address the housing needs of very low income, low income, and moderate income households according to the level of need established in the General Plan Housing Element. Priority is also given to projects or activities that create new affordable housing through new construction, acquisition, rehabilitation, extending the term of affordability, and similar methods. The portion of the LIHF which is derived from fees collected from commercial, office, and industrial development is maintained separately from fees derived from residential development and may be used solely for activities aimed at providing lower income housing for Pleasanton workers.

In July 1994, the City Council adopted a set of policies and guidelines for use of the LIHF (Resolution No. 94-80). The eligible uses for the LIHF are summarized below:

- Property acquisition
 - Purchase of land for new construction
 - Purchase of existing housing units for conversion, redevelopment or rehabilitation
 - Purchase of existing affordable housing units to preserve affordability
- New construction
 - Payment of costs associated with construction of new rental or ownership housing for very low or low income households
 - Payment of costs associated with construction of new ownership housing for moderate income, first-time home buyer households
- Rehabilitation
 - Projects or activities that increase the City's stock of low and very low income rental and ownership housing
 - Projects or activities related to the physical maintenance of rental and ownership housing occupied by very low or low income households
- Housing counseling / public services related to housing
 - Provision of counseling and similar assistance where the goal is to expand housing opportunities in Pleasanton for low and very low income households (must benefit at least 70% low income households)
- Financial activities
 - Direct and indirect financial assistance to projects that provide affordable housing
 - Funding for second mortgage and down payment assistance programs for moderate, low, and very low income households

The use of the LIHF is subject to review and approval by the City Council on a case-by-case basis to ensure consistence with the City's adopted policies.

Resolution No. 94-80 specifically states that, if deemed appropriate, the City Council may establish a target or cap each year for the amount of the LIHF which may be made available to supplement the CDBG program in conjunction with the annual CDBG funding allocation process. In the past, the City has allocated approximately \$50,000 to \$100,000 annually from the LIHF to supplement housing-related projects that have applied for CDBG funding and are consistent with the uses established for the LIHF. This supplement has enriched the City's grant program and has allowed the City to extend the benefits provided through federal sources such as CDBG and HOME to benefit a larger number of Pleasanton residents.

4) City General Funds for Human Services (formerly "City Grant")

Since 1994, the City of Pleasanton has implemented a modest annual "City Grant" program to provide financial support for non-profit, community-based organizations through the City's General Fund. The mission statement for the program is simple: "to enhance the quality of life in Pleasanton." Funding has been allocated according to the following three (3) categories:

1. Human Services
2. Youth Programs and Services
3. Civic Arts / Culture

The total amount of funding allocated each year through the City Grant program has ranged from approximately \$30,000 to \$190,000, with the highest level of funding (approximately \$130,000 annually) going to the category of human services.

In 2009, the City Council approved changes to the City's grant process to move the portion of funding formerly allocated for human services through the City Grant program to the new Housing and Human Services Grant (HHSG) program. The smaller Youth and Civic Arts grant programs will continue to be administered separately as the new "Community Grant" program.

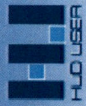
The following general activities are eligible for City General Fund grants for human services:

- Seed funding (new projects/programs)
- Capital projects (permanent or semi-permanent physical facility amenity)
- Operational (direct services only; administrative expenses are ineligible)

The priority for this HHSG funding category is for projects and activities that promote a healthy community, with emphasis on projects that address service network gaps and shortcomings as identified in the Tri-Valley Human Services Needs Assessment (May 2003).

Inasmuch as the amount of funding available through the General Fund is limited, priority will be given to those applications requesting one-time-only or matching funds and that serve a large number of Pleasanton residents.

In order to meet City financial and accounting requirements, projects funded with General Funds must have a start-up date not earlier than July 1 and must be completed by June 30 of the applicable fiscal year (i.e., funds cannot be expended prior to July 1 or after June 30).



FY 2019 INCOME LIMITS DOCUMENTATION SYSTEM

[HUD.gov HUD User Home Data Sets Fair Market Rents Section 8 Income Limits](#) [MTSP Income Limits](#) [HUD LIHTC Database](#)

FY 2019 Income Limits Summary

Selecting any of the buttons labeled "Explanation" will display detailed calculation steps for each of the various parameters.

FY 2019 Income Limit Area	Median Family Income Explanation	Persons in Family									
		1	2	3	4	5	6	7	8		
		FY 2019 Income Limit Category		43,400	49,600	55,800	61,950	66,950	71,900	76,850	81,800
		Very Low (50%) Income Limits (\$) Explanation									
Oakland-Fremont, CA HUD Metro FMR Area	\$111,700	Extremely Low Income Limits (\$)* Explanation		26,050	29,750	33,450	37,150	40,150	43,100	46,100	49,050
		Low (80%) Income Limits (\$) Explanation		69,000	78,850	88,700	98,550	106,450	114,350	122,250	130,100

NOTE: Alameda County is part of the **Oakland-Fremont, CA HUD Metro FMR Area**, so all information presented here applies to all of the **Oakland-Fremont, CA HUD Metro FMR Area**. HUD generally uses the Office of Management and Budget (OMB) area definitions in the calculation of income limit program parameters. However, to ensure that program parameters do not vary significantly due to area definition changes, HUD has used custom geographic definitions for the **Oakland-Fremont, CA HUD Metro FMR Area**.

The **Oakland-Fremont, CA HUD Metro FMR Area** contains the following areas: Alameda County, CA; and Contra Costa County, CA.

* The FY 2014 Consolidated Appropriations Act changed the definition of extremely low-income to be the greater of 30/50ths (60 percent) of the Section 8 very low-income limit or the poverty guideline as established by the Department of Health and Human Services (HHS), provided that this amount is not greater than the Section 8 50% very low-income limit. Consequently, the extremely low income limits may equal the very low (50%) income limits.

Income Limit areas are based on FY 2019 Fair Market Rent (FMR) areas. For information on FMRs, please see our associated FY 2019 [Fair Market Rent documentation system](#).

For last year's Median Family Income and Income Limits, please see here:

FY2018 Median Family Income and Income Limits for Oakland-Fremont, CA HUD Metro FMR Area

Select a different county or county equivalent in California:

Select any FY2019 HUD Metropolitan FMR Area's Income Limits:

Or press below to start over and select a different state:



**Human Services Commission Evaluation Criteria for
Review of Housing and Human Services Grant Program (HHSG)
Applications for FY 2020/2021**

A) NEED

1. There is a need for this activity/service.
2. The need has been clearly identified.
3. The data/information supplied by the agency shows how this activity/service will address the need.
4. The activity/service prevents or alleviates an identified problem.

B) BENEFIT

1. The applicant demonstrates clearly the number of Pleasanton residents who will benefit from the activity/service in relation to the level of funding requested from the City of Pleasanton.
2. The beneficiaries are an appropriate target group (lower income residents, handicapped, elderly, youth, etc.)
3. The funding of this activity/service benefits low and very low income (rather than moderate income) residents. Greater consideration will be given to agencies which serve individuals from the lowest income categories.
4. The activity/service benefits deteriorated neighborhoods.

C) ORGANIZATION

1. The agency has an established track record of good performance.
2. The agency is accountable for its programs.
3. The agency's goals for this activity/service are realistic and achievable.
4. The agency's overall guiding philosophy is consistent with this activity/service.
5. The agency collaborates with other non-profits and has a broad base of community support.
6. The agency's staffing is qualified and adequate to provide this activity/service in a timely manner.
7. The application is complete (in accordance with the application checklist provided).

D) FUNDING

1. The request will provide lasting improvements and/or effects.
2. The request will maintain an existing activity/service that is in jeopardy.
3. The request will not supplant other funding already available but will enhance or initiate an activity/service.
4. The requested funds achieve an impact on the need.
5. The requested amount is commensurate with the expected accomplishment(s).
6. The cost per beneficiary is reasonable.
7. The activity/service is cost-effective.
8. The effectiveness of the activity/service can be measured using well-defined performance measures that are clearly stated in the application.

E) ALTERNATIVE FUNDING SOURCES

1. The agency has been successful in obtaining supplemental on-going funding from other sources for its activities/services.
2. When appropriate, the agency charges a fee and/or produces other income that may be used to support this activity/service.
3. The agency contributes to this activity/service.
4. There is evidence that the agency is receiving private and/or community financial support.

F) NECESSITY OF CITY FUNDING

1. City funds are critical to carrying out this activity/service.
2. This activity/service is appropriate for City funding.
3. The activity/service reduces demands on other City resources.
4. There are no alternative funding sources.
5. There are no alternatives available that are less expensive.

G) CONSISTENCY WITH CITY HOUSING & COMMUNITY DEVELOPMENT POLICIES

1. HUD [Alameda County HOME Consortium] Consolidated Plan
2. General Plan Housing Element
3. Tri-Valley Human Services Needs Assessment (2011) and Strategic Plan (2014-16)

H) HUMAN SERVICES COMMISSION PRIORITIES

1. The project prioritizes the “core services” identified in the adopted “2011 Human Services Needs Assessment” (dental care, primary health care, mental health, food/nutrition, housing activities).
2. The project takes into consideration transportation (e.g., incorporates or anticipates how clients will access the proposed programs or activities).
3. The project is innovative and demonstrates service coordination and collaboration.
4. The agency has registered with Alameda County 2-1-1 and Ptownlife.org.



**Human Services Commission
Statement of Priorities for FY 2020/2021
Housing and Human Services Grant (HHSG) Program**

September 4, 2019

The City Council adopted the Human Services Commission (HSC) Strategic Plan in 2014 to assist with implementation of the 2011 Eastern Alameda County 2011 Human Services Needs Assessment Findings Report. As a result, the HSC has annually developed a Statement of Priorities for the HHSG process. The HSC feels that the Statement of Priorities addresses the most critical needs and barriers to service delivery in Pleasanton.

The HSC will prioritize its funding towards projects and/or programs that meet the following general criteria:

• *Priority Needs – Projects that address the following populations and/or program areas: (listed in alphabetical order)*

- *Disability Services and Access*
- *Food and Nutrition*
- *Health Care and Behavioral Health*
- *Homelessness in the Tri-Valley*
- *Senior Services*
- *Service Provider Critical Initiatives*
- *Workforce Development/Unemployment*
- *Youth Services*

• *Service Delivery with an emphasis in the following areas:*

- *Coordination and collaboration with other service providers, local nonprofits, and Tri-Valley Cities.*
- *Prevention (activities that help prevent a problem from emerging)*
- *Self-Sufficiency (activities that promote self-reliance and are aimed at reducing dependency on assistance programs and services)*

The HSC will be prioritizing its funding decisions based on the listed criteria. Grant applicants must ensure that their application describes how their proposal addresses at least one (1) of the priority needs and at least one (1) of the service delivery emphasis areas. If a proposal does not address at least one priority need and one service delivery emphasis area, the applicant is requested to provide justification as to why the project should still be funded.

In addition, agencies will also be required to register with Alameda County 2-1-1 and Ptownlife.org as a condition of receiving HHSG funds.