



***FINAL***  
**CONSOLIDATED PLAN**  
**NON-HOME FUNDS**  
**FY 2015-2019**  
*includes*  
**FY 2015-2016 Action Plan**

**CITY OF SAN LEANDRO**  
***ALAMEDA COUNTY***  
***HOME CONSORTIUM***

**May 15, 2015**



# SF 424

Date Submitted 05/15/2015	Applicant Identifier MC-06-0017	<b>Type of Submission</b>	
Date Received by state	State Identifier 800-3859-9	<b>Application</b>	<b>Pre-application</b>
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>			
Jurisdiction: City of San Leandro		UOG Code CA63276 SAN LEANDRO	
Street Address Line 1 835 East 14 <sup>th</sup> Street		Organizational DUNS 83-012-7416	
Street Address Line 2		Organizational Unit	
City San Leandro	California	Department Community Development	
ZIP 94577	Country U.S.A.	Division Housing Services	
Employer Identification Number (EIN): 94-6000421		County Alameda	
Applicant Type:		<b>Specify Other Type if necessary:</b>	
Local Government Township Municipal		Specify Other Type	
<b>Program Funding</b>		<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
<b>Community Development Block Grant</b>		14.218 Entitlement Grant	
CDBG Project Titles FY 2015-2019 Consolidated Plan FY 2015-2016 Consolidated Annual Action Plan		Description of Areas Affected by CDBG Project(s) City of San Leandro	
CDBG Grant Amount \$628,306		Describe	
Additional Federal Funds Leveraged \$		Additional State Funds Leveraged \$	
Locally Leveraged Funds \$		Grantee Funds Leveraged \$	
Anticipated Program Income \$0		Other (Describe)	
Total Funds Leveraged for CDBG-based Project(s) \$628,306			
<b>Home Investment Partnerships Program</b>			
HOME Project Titles			
HOME Grant Amount \$141,964	Additional HUD Grant(s) Leveraged \$	Describe	
Additional Federal Funds Leveraged \$		Additional State Funds Leveraged \$	
Locally Leveraged Funds \$		Grantee Funds Leveraged \$	
Anticipated Program Income \$		Other (Describe) \$433,772 Carryover from Prior Years	
Total Funds Leveraged for HOME-based Project(s) \$567,265			

<b>Housing Opportunities for People with AIDS</b>		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
HOPWA Grant Amount \$	Additional HUD Grant(s) Leveraged \$	Describe	
Additional Federal Funds Leveraged \$		Additional State Funds Leveraged \$	
Locally Leveraged Funds \$		Grantee Funds Leveraged \$	
Anticipated Program Income \$		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s) \$			
<b>Emergency Shelter Grants Program</b>		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
ESG Grant Amount \$	Additional HUD Grant(s) Leveraged \$	Describe	
Additional Federal Funds Leveraged \$		Additional State Funds Leveraged \$	
Locally Leveraged Funds \$		Grantee Funds Leveraged \$	
Anticipated Program Income \$		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s) \$			
Congressional Districts of: Fortney Stark (D-13)		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts 13th	Project Districts 13th	<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on _____.
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review
Person to be contacted regarding this application			
Chris	Zapata		
City Manager	510-577-3354	510-577-3390	
tliao@sanleandro.org / shernandez@sanleandro.org	http://www.sanleandro.org	Tom Liao - 510/577-6003 Steve Hernandez - 510/577-6005	
Signature of Authorized Representative		Date Signed	

# Executive Summary

## ES-05 Executive Summary - 91.200(c), 91.220(b)

### 1. Introduction

The Draft FY 2015-2019 Five-Year Housing and Community Development Strategic Plan (Consolidated Plan) identifies the housing and community development needs in San Leandro and outlines the strategies for meeting those needs. It updates the existing FY 2010-2014 Five-Year Consolidated Plan. The Draft FY 2015-2016 Annual Action Plan (Action Plan) represents the first year of the FY 2015-2019 Consolidated Plan and implements the strategies through the use of Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds from the U.S. Department of Housing and Urban Development (HUD).

As a CDBG entitlement grantee, the City directly receives CDBG funds from HUD each year. In order to receive its annual CDBG grant allocation from HUD, the City must update its Consolidated Plan every five years and submit an Annual Action Plan to HUD.

The City participates in the Alameda County HOME Consortium, which is made up of Alameda County and Alameda County cities, excluding Berkeley and Oakland. As such, the City must apply to the County to receive its annual share of HOME funding. As part of this process, the City's Annual Action Plans must be submitted to Alameda County. The County serves as the lead agency for the Consortium and the HOME Program and is responsible for submittal to HUD of the Annual Action Plan documents on behalf of the entire Consortium.

There are three major goals identified for the funds under the Housing and Community Development Act from which the CDBG Program originated:

- Provide decent housing
- Provide a suitable living environment
- Expand economic opportunity

In addition, CDBG funds must be used to meet one of three national objectives:

- 1) benefit low- and moderate-income persons,
- 2) aid in the prevention of slum and blight, or
- 3) meet an urgent need.

HOME funds, meanwhile, must be used specifically for housing opportunities for low- and moderate-income persons.

The City anticipates receiving approximately \$628,306 in CDBG funds. In addition, the City anticipates receiving approximately \$141,964 in new HOME funds available for general administration and affordable housing projects as part of the Alameda County HOME Consortium.

### 2. Summary of the objectives and outcomes identified in the Plan

The City's Five-Year Consolidated Plan is divided into four (4) Priority Needs: Affordable Housing, Homelessness, Supportive Housing, and Community Development Needs. Community Development Needs include public services, public facilities improvements, and economic development. The

following section provides a brief overview of the proposed needs, objectives and activities in the Consolidated Plan.

#### *Affordable Housing Needs*

In the Five-Year Plan, the City proposes to take several actions to address the need for affordable housing in the City. The City will continue allocating CDBG funds primarily to provide fair housing services and preserve affordable housing, primarily through the City's Single-Family Housing Rehabilitation Grant Program. Additionally, HOME funds will be applied to potential affordable rental or ownership housing projects, including new construction or acquisition and rehabilitation.

#### *Homelessness Needs*

San Leandro has traditionally used the CDBG Program to support a number of homeless-serving activities. Proposed activities include operational funding for programs, specifically the Davis Street Family Resource Center, which is a community social service agency that provides homeless services.

#### *Supportive Housing Needs*

The City intends to primarily use available HOME funds for any future transitional or permanent supportive housing projects that will serve San Leandro residents with special needs.

#### *Community Development Needs – Economic Development*

If funding is available, the City may seek to allocate its CDBG funds to provide loans to eligible small businesses for property upgrades in the next five (5) years.

#### *Community Development Needs - Public Services*

In the Five-Year Plan, the City proposes to continue providing program operational grants to these non-profit agency social services providers serving San Leandro residents. During the next five (5) years, the types of services considered priorities for CDBG funds are likely to include basic needs programs for low-income individuals and families, meal delivery to homebound seniors, and shelter programs. In accordance with HUD regulations, the City cannot commit more than 15% of its annual CDBG allocation (plus the estimated CDBG generated program income from the current fiscal year) toward public services.

#### *Community Development Needs - Public Facilities and Improvements*

Over the next five (5) years, the City hopes to use available CDBG funds to fund ADA improvements to public facilities, install ADA curb ramps throughout the City, and assist non-profit social service agencies serving San Leandrans with necessary facility improvements. The City will also use CDBG funds for principal and interests payments in accordance to the 20-year repayment schedule for the City's \$2.5 million HUD Section 108 Loan used to construct the City's senior center.

### **3. Evaluation of past performance**

The City's HUD-approved Consolidated Annual Performance and Evaluation Reports (CAPERS) for each of the last four fiscal years covering the FY 2010-2014 Consolidated Plan period (July 1, 2010 through June 30, 2015) assess the effectiveness of the CDBG-funded programs and activities in meeting the priority needs for San Leandro.

### **4. Summary of citizen participation process and consultation process**

HUD Consolidated Plan regulations provide guidelines for the City to develop a Citizen Participation Plan that governs the public input and noticing process for creating the Consolidated Plan and subsequent

annual action plans. The goal of the Citizen Participation Plan is to encourage broader public involvement in the planning and allocation of CDBG and HOME funds and implementation of related programs. A minimum of two (2) public hearings are required with at least one (1) hearing to be held before the Proposed Five-Year Strategic Plan and Proposed Annual Action Plan are published for public comment.

The City conducted two (2) community meetings in geographically dispersed locations to enable more citizens to attend the meetings. They were held on January 20th and 28th of 2015 and were advertised through many outlets including the City website, City facilities like the City Hall, public libraries, and community center, and a local ad and consecutive weekly press releases in the City's local newspaper *San Leandro Times*. In addition, public service providers and other organizations on the CDBG mailing list, the City's homeowners associations, and other interested parties and individuals were notified of the community meetings via both email notices and mailings. The community meetings were held to elicit public comments on what the City's housing and community development priority needs and objectives should be for the next five (5) years. Priority Needs surveys were distributed at these two (2) public meetings. A web link to a surveymonkey.com version of the Priority Needs survey was also emailed to the City's CDBG distribution list, which includes the African American, Asian, and Latino Business Councils, community-based organizations (CBOs), Below Market Rate (BMR) property managers, and San Leandro and San Lorenzo School Districts, and posted on the City's website to allow those who could not attend the public meetings the opportunity to voice their opinions and concerns regarding the housing and community development needs of the City. In all, City staff received a total of thirty-six (36) survey responses (7 paper survey responses and 29 surveymonkey.com responses).

Notice of the availability of the Draft Consolidated Plan for a 30-day public comment period was published in the *The Daily Review* newspaper on February 26, 2015. The City Council held a public hearing on March 16, 2015 to receive initial public input on the draft Consolidated Plan and draft Annual Action Plan and to begin the 30-day comment period from March 20th through April 20th, 2015. Both drafts shall be available for review at City Hall (at the City Clerk's office and City's Community Development Department), at the Main Library, and on the City's website at <http://www.sanleandro.org/depts/cd/housing/plans.asp> during the 30-day period. The public notice for the April 20th public hearing was published in a locally circulated newspaper *Daily Review* on April 2, 2015. The Council held a public hearing on the final versions of both Plans on April 20th, 2015 City Council Meeting.

#### **5. Summary of public comments**

The public comment period commenced on March 20<sup>th</sup> and ended on April 20<sup>th</sup>, 2015. There were no public comments.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

Not applicable.

#### **7. Summary**

As with the previous five-year Consolidated Plan period, the City of San Leandro will continue to fund CDBG-eligible programs and activities that meet the housing and community development needs in San Leandro that are identified in the City's FY 2015-2019 Consolidated Plan.

# The Process

## PR-05 Lead & Responsible Agencies - 91.200(b)

### 1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	SAN LEANDRO	Community Development Dept. - Housing Services Division
CDBG Administrator	SAN LEANDRO	Community Development Dept. - Housing Services Division
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1– Responsible Agencies**

### Narrative

The City of San Leandro is the Lead Agency for the United States Department of Housing & Urban Development (HUD) Community Block Grant (CDBG) Program. The City’s Housing Specialist in the Community Development Department Housing Services Division is responsible for administering the CDBG program, which includes developing the Five-Year Consolidated Plan, Annual Actions Plans, and Consolidated Annual Performance Evaluation Reports (CAPERs), and is the liaison to the Alameda County for matters related to the HOME Investment Partnerships (HOME) program (the City of San Leandro is a member of the Alameda County HOME Consortium).

### Consolidated Plan Public Contact Information

Steve Hernandez  
Housing Specialist II  
City of San Leandro  
Community Development Department  
Housing Services Division  
835 East 14th Street  
San Leandro, CA 94577  
510-577-6005  
shernandez@sanleandro.org

## **PR-10 Consultation - 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The Consolidated Plan is an important document for the HOME Consortium. Built on interagency coordination, consultation, and public participation, the Consolidated Plan focuses attention on housing and community development needs and resources available to meet these needs. The FY 2015-2019 Consolidated Plan will be prepared through consultation with other public and private entities. The HOME Consortium Technical Advisory Committee, composed of staff from all jurisdictions in the HOME Consortium, meets bi-monthly to provide policy input into the Consolidated Plan planning process.

The City of San Leandro will continue to coordinate available CDBG, HOME, and local funds to provide housing programs, public service assistance, capital improvements, and economic development activities for eligible residents and neighborhoods in five-year Consolidated Plan period. Housing-related activities will be coordinated between various City divisions, including Planning and Housing Services. The City will also coordinate with Alameda County, County HOME Consortium member cities, and non-profit agencies to address housing needs. The City will work with Alameda County to administer HOME funds for acquisition, rehabilitation, and/or new construction of affordable rental housing as well as tenant-based rental assistance. The City will continue to contract for housing services such as fair housing and tenant/landlord counseling. The City staff will continue to work closely with local non-profit agencies, the County, and other HOME Consortium members to identify permanent affordable, emergency and transitional housing needs (along with necessary supportive services) for the homeless and/or persons with special needs. HOME Consortium members have agreed to continue funding the regional Tenant-Based Rental Assistance (TBRA) for Homeless Families Program, a transitional housing program that provides short-term rental subsidies, job preparation and placements, case management, and other support services to assist homeless families attain permanent housing. In addition, the Housing Authority of Alameda County (HACA) administers the HUD Section 8 Housing Voucher Program for San Leandro, and the City will continue support for the Housing Authority in its efforts to maintain the current level of vouchers for eligible San Leandrans.

Since 2010, public services have been primarily supported by CDBG funds through the CDBG funds through the City's Community Assistance Grant Program (CAP). Efforts will continue to include the Human Services Commission (HSC) and non-profit agency directors/members to improve and evaluate the needs assessment and funding process. HSC identifies social service needs in the community and recommends to the City Council possible ways to meet those needs. HSC also evaluates and encourages the provision of social services in the City, reviews requests for funds, and makes recommendations for City financial support to social service agencies.

Additionally, CDBG funds are expected to be made available for City-initiated and/or non-profit capital improvement projects. Should funds be available, non-profit improvements will be coordinated within the City's Planning, Building & Safety Services, Engineering & Transportation, Public Works Departments, and the City Council.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

EveryOne Home activities to address the housing needs of the homeless, and extremely low-income persons with serious mental illness and/or those living with HIV/AIDS center on the implementation of

the EveryOne Home Plan. Planning efforts began in 2004 as a unique collaboration among community stakeholders, cities and Alameda County government agencies representing three separate care systems — homeless services, HIV/AIDS services, and mental health services — that share overlapping client populations and a recognition that stable housing is a critical cornerstone to the health and well-being of homeless and at-risk people, and our communities. Since its publication in 2006 the Plan has been adopted by the Alameda County Board of Supervisors and all fourteen (14) cities, including San Leandro, and endorsed by numerous community organizations.

Implementation of the EveryOne Home Plan is spearheaded by a community-based organization of the same name. It is guided by a Leadership Board comprised of jurisdictional appointed members and key community constituencies such as consumers, cities, nonprofit service providers and housing developers, businesses, law enforcement, housing authorities, and faith-based organizations.

EveryOne Home envisions a system of housing and services in Alameda County that, by 2020, ensures all extremely low-income residents have a safe, supportive and permanent place to call home with services available to help them stay housed and improve the quality of their lives. EveryOne Home partners are working on five core strategies:

1) Prevent homelessness and other housing crises; 2) Increase housing opportunities for homeless and extremely low-income households; 3) Deliver flexible services to support stability and independence; 4) Measure success and report outcomes; and 5) Develop long-term leadership and build political will.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

The City of San Leandro will continue to provide pro-rata funding in supporting the administration and implementation of the EveryOne Home Plan.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

Alameda County Housing and Community Development Department through HMIS and leadership of the EveryOne Home Performance Management Committee is supportive of the EveryOne Home initiative to establish system wide outcomes and to evaluate effectiveness of programs against those outcomes. These outcomes include shortening the period of time being homeless and reducing the recidivism rates for homeless people.

Consultation with EveryOne Home, the Alameda Countywide Continuum of Care, on the use of Emergency Solutions Grant (ESG) funds, began early in 2012, when representatives from the City of Berkeley, the City of Oakland, Alameda County Housing and Community Development Department (Urban County grantee), and the Executive Director of EveryOne Home worked together to implement the new ESG requirements in a way that would be consistent county-wide and would continue a collaboration which began in 2009 with the American Recovery and Reinvestment Act (ARRA) Homelessness Prevention and Rapid Re-housing (HPRP) funds. This collaboration resulted in the creation of the Priority Home Partnership (PHP), which was a county-wide program to implement HPRP. In order to learn from the best practices established by PHP, the group agreed to meet regularly to prepare for the submission of this Substantial Amendment and to coordinate around the use of

future ESG funding via regular meetings and discussions with EveryOne Home. Subsequent to those calls, on March 1, 2012, EveryOne Home held a community-wide meeting at which additional consultation and public input into the use of ESG funds was solicited. A series of meetings with EveryOne Home and the ESG grantees continued through the year and a coordinated ESG program was established and began implementation in early 2013. This coordinated program will use this same structure for FY 2015-2019 ESG funding.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

1	Agency/Group/Organization	Building Futures with Women & Children
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff held an RFP Review meeting with applicants for City's FY2015-2017 CAP Program.
2	Agency/Group/Organization	Davis Street Family Resource Center
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff held an RFP Review meeting with applicants for City's FY2015-2017 CAP Program.
3	Agency/Group/Organization	ECHO Housing
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Services-homeless Service-Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy
4	Agency/Group/Organization	City staff held an RFP Review meeting with applicants for City's FY2015-2017 CAP Program.
	Agency/Group/Organization Type	CALICO Center
	What section of the Plan was addressed by Consultation?	Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff held an RFP Review meeting with applicants for City's FY2015-2017 CAP Program.
5	Agency/Group/Organization	Spectrum Community Services
	Agency/Group/Organization Type	Services-Elderly Persons Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	City staff presented the CDBG program to the Commission prior to issuance of CAP RFP.

6	Agency/Group/Organization Agency/Group/Organization Type What section of the Plan was addressed by Consultation? Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Family Emergency Shelter Coalition (FESCO) Services-Homeless Homeless Needs - Families with children City staff held an RFP Review meeting with applicants for City's FY2015-2017 CAP Program. SOS / Meals on Wheels Services-Elderly Persons Non-Homeless Special Needs City staff held an RFP Review meeting with applicants for City's FY2015-2017 CAP Program. Neighborhood Solutions Housing Non-Homeless Special Needs City staff discussed the administration of the Housing Rehabilitation Grant program. City of San Leandro Human Services Commission Other government - Local Non-Homeless Special Needs City staff presented the CDBG program to the Commission prior to issuance of CAP RFP.
7	Agency/Group/Organization Agency/Group/Organization Type What section of the Plan was addressed by Consultation? Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Alameda County Housing & Community Development Other government - County Housing Needs Assessment Lead-based Paint Strategy Homeless Needs – Chronically homeless Homeless Needs – Families with children Homeless Needs – Veterans Homeless Needs – Unaccompanied youth Market Strategy Anti-poverty Strategy
8	Agency/Group/Organization Agency/Group/Organization Type What section of the Plan was addressed by Consultation? Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	
9	Agency/Group/Organization Agency/Group/Organization Type What section of the Plan was addressed by Consultation? Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	
10	Agency/Group/Organization Agency/Group/Organization Type What section of the Plan was addressed by Consultation?	
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	HCD and HOME Consortium jurisdictions collaborated on the development of Consolidated Plan priorities.

**Table 2– Agencies, groups, organizations who participated**

**Identify any Agency Types not consulted and provide rationale for not consulting**

The City made efforts to include as broad a group of community stakeholders as possible. No agency types were excluded from participation.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	EveryOne Home	EveryOne Home and the San Leandro FY 2015-2019 Consolidated Plan both address the region’s homelessness needs.

**Table 3– Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))**

The Alameda County HOME Consortium, which consists of the Alameda County Housing and Community Development Department (HCD) as the lead agency and the following cities of Alameda, Fremont, Hayward, Livermore, Pleasanton, San Leandro, and Union City, and the Urban County, which includes the cities of Albany, Dublin, Emeryville, Newark, and Piedmont, and the unincorporated areas of the County, met to coordinate planning efforts for the adoption of the five-year consolidated planning cycle starting July 1, 2015 through June 30, 2020 and the Strategic Plan.

## PR-15 Citizen Participation - 91.401, 91.105, 91.200(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

HUD Consolidated Plan regulations provide guidelines for the City to develop a Citizen Participation Plan that governs the public input and noticing process for creating the Consolidated Plan and subsequent annual action plans. The goal of the Citizen Participation Plan is to encourage broader public involvement in the planning and allocation of CDBG and HOME funds and implementation of related programs. A minimum of two (2) public hearings are required with at least one (1) hearing to be held before the Proposed Five-Year Strategic Plan and Proposed Annual Action Plan are published for public comment.

The City conducted two (2) community meetings in geographically dispersed locations to enable more citizens to attend the meetings. They were held on January 20th and 28th of 2015 and were advertised through many outlets including the City website, City facilities like the City Hall, public libraries, and community center, and a local ad and consecutive weekly press releases in the City's local newspaper *San Leandro Times*. In addition, public service providers and other organizations on the CDBG mailing list, the City's homeowners associations, and other interested parties and individuals were notified of the community meetings via both email notices and mailings. The community meetings were held to elicit public comments on what the City's housing and community development priority needs and objectives should be for the next five (5) years. Priority Needs surveys were distributed at these two (2) public meetings. A web link to a surveymonkey.com version of the Priority Needs survey was also emailed to the City's CDBG distribution list, which includes the African American, Asian, and Latino Business Councils, community-based organizations (CBOs), Below Market Rate (BMR) property managers, and San Leandro and San Lorenzo School Districts, and posted on the City's website to allow those who could not attend the public meetings the opportunity to voice their opinions and concerns regarding the housing and community development needs of the City. In all, City staff received a total of thirty-six (36) survey responses (7 paper survey responses and 29 surveymonkey.com responses).

Notice of the availability of the Draft Consolidated Plan for a 30-day public comment period was published in the *The Daily Review* newspaper on February 26, 2015. The City Council held a public hearing on March 16, 2015 to receive initial public input on the draft Consolidated Plan and draft Annual Action Plan and to begin the 30-day comment period from March 20th through April 20th, 2015. Both drafts shall be available for review at City Hall (at the City Clerk's office and City's Community Development Department), at the Main Library, and on the City's website at <http://www.sanleandro.org/depts/cd/housing/plans.asp> during the 30-day period. The public notice for the April 20th public hearing was published in a locally circulated newspaper *Daily Review* on April 2, 2015. The Council held a public hearing on the final versions of both Plans on April 20th, 2015 City Council Meeting.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish and Chinese Persons with disabilities Non-targeted/broad community Homeowners' Associations	The City of San Leandro held 2 community meetings. Community Meeting #1 was held on January 20, 2015 at the Marina Community Center and had 14 attendees. Community Meeting #2 was held on January 28, 2015 at the Senior Center and had 12 attendees.	The City received 7 completed Priority Needs surveys.	All comments were accepted	
2	Surveymonkey.com Priority Needs Survey	Non-targeted/broad community	The City created a surveymonkey.com version of the Priority Needs Survey.	The City has received 29 survey responses.  See attached "Summary of Responses to Priority Needs Survey"	All comments were accepted	<a href="https://www.surveymonkey.com/s/7DHCQND">https://www.surveymonkey.com/s/7DHCQND</a>

**Table 4— Citizen Participation Outreach**

# SUMMARY OF RESPONSES TO PRIORITY NEEDS SURVEY

San Leandro FY2015-2019 Consoli...

Summary Design Survey Collect Responses Analyze Results

**CURRENT VIEW**

+ FILTER + COMPARE + SHOW

**No rules applied**

Rules allow you to FILTER, COMPARE and SHOW results to see trends and patterns. [Learn more >](#)

**SAVED VIEWS (1)**

Original View (No rules applied)

+ Save as...

**EXPORTS**

**SHARED DATA**

**No shared data**

Sharing allows you to share your survey results with others. You can share all data, a saved view, or a single question summary. [Learn more >](#)

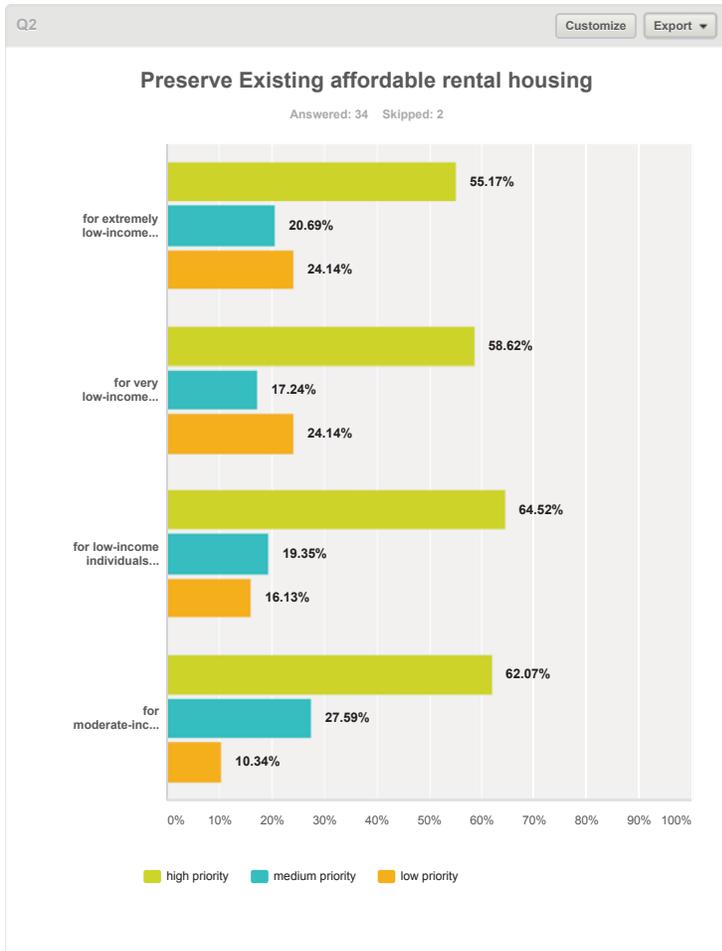
Share All

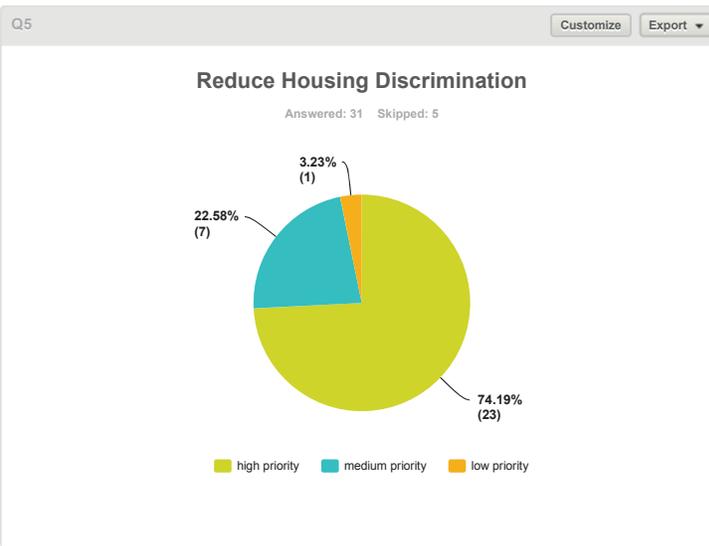
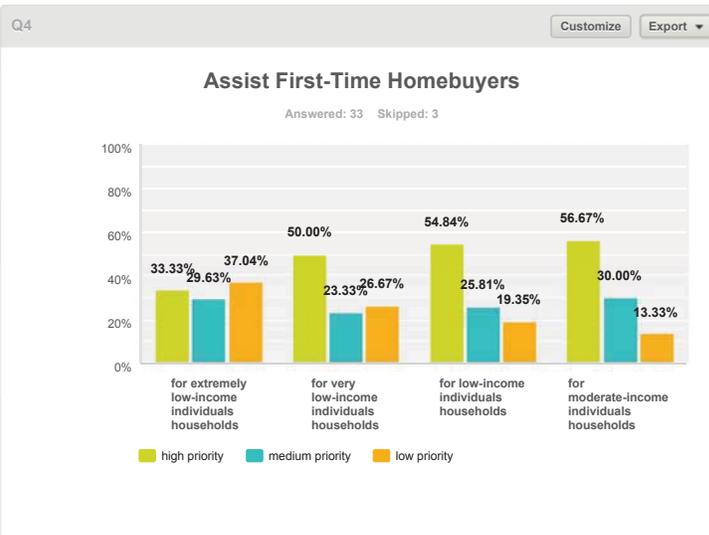
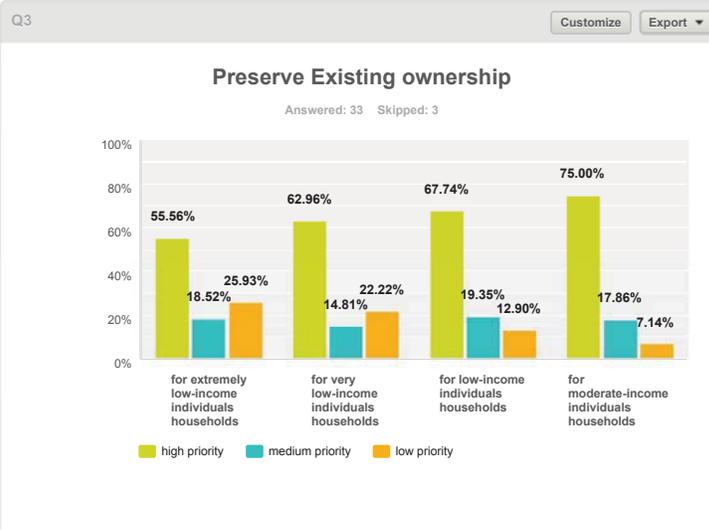
**RESPONDENTS: 36 of 36** Export All Share All

Question Summaries Data Trends Individual Responses

Page 2

PAGE 2: Priority: Housing Needs





San Leandro FY2015-2019 Consoli...

Summary Design Survey Collect Responses Analyze Results

**CURRENT VIEW**

+ FILTER + COMPARE + SHOW

**No rules applied**

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Question Summaries

Data Trends

Individual Responses

Page 3

PAGE 3: Priority: Homeless Needs

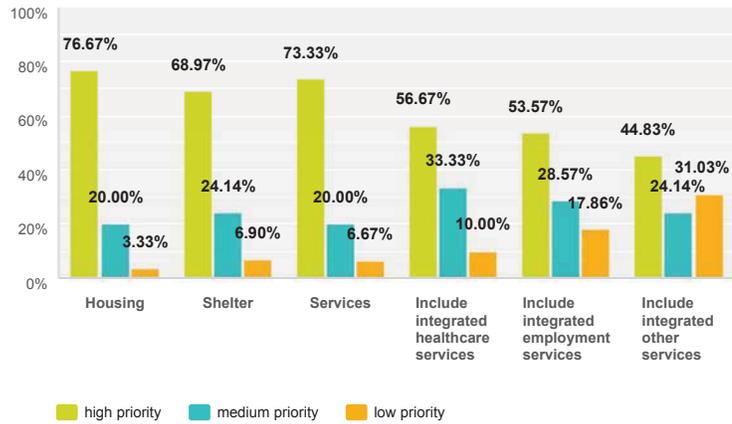
Q6

Customize

Export

Maintain, improve, and expand the capacity of:

Answered: 31 Skipped: 5



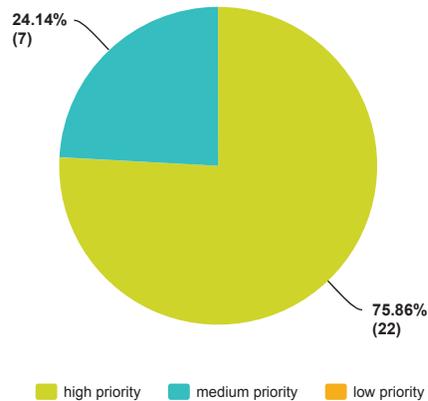
Q7

Customize

Export

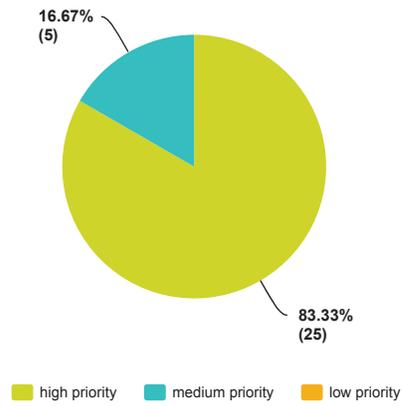
Maintain and expand activities designed to prevent those currently housed from becoming homeless

Answered: 29 Skipped: 7



## Build on inter-jurisdictional cooperation to achieve housing and homeless needs

Answered: 30 Skipped: 6



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San Leandro FY2015-2019 Consoli...

Summary

Design Survey

Collect Responses

Analyze Results

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SAVED VIEWS (1)

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EXPORTS

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RESPONDENTS: 36 of 36

Export All

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Question Summaries

Data Trends

Individual Responses

Page 4

PAGE 4: Priority: Supportive Housing Needs

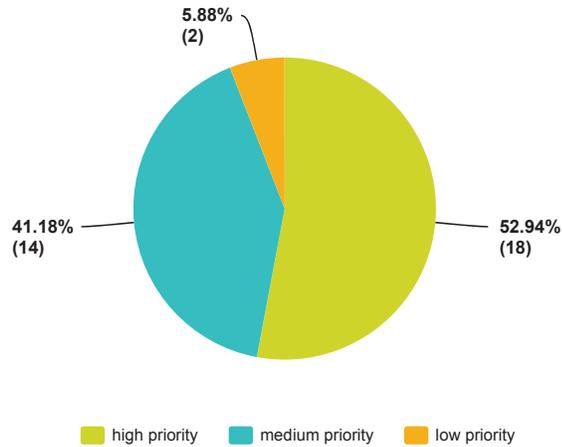
Q9

Customize

Export

Increase the availability of service-enriched housing for persons with special needs

Answered: 34 Skipped: 2



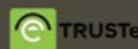
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San Leandro FY2015-2019 Consoli...

Summary Design Survey Collect Responses Analyze Results

**CURRENT VIEW**

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Export All Share All

Question Summaries Data Trends Individual Responses

Page 5

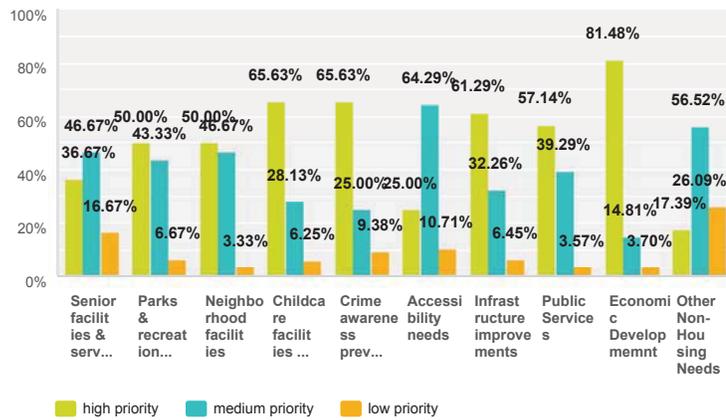
PAGE 5: Priority: Community Development (Non-Housing) Needs

Q10

Customize Export

Please assign a priority rating to each of the categories below.

Answered: 34 Skipped: 2



	high priority	medium priority	low priority	Total	Weighted Average
Senior facilities & services	36.67% 11	46.67% 14	16.67% 5	30	1.80
Parks & recreation facilities	50.00% 15	43.33% 13	6.67% 2	30	1.57
Neighborhood facilities	50.00% 15	46.67% 14	3.33% 1	30	1.53
Childcare facilities & services	65.63% 21	28.13% 9	6.25% 2	32	1.41
Crime awareness prevention	65.63% 21	25.00% 8	9.38% 3	32	1.44
Accessibility needs	25.00% 7	64.29% 18	10.71% 3	28	1.86
Infrastructure improvements	61.29% 19	32.26% 10	6.45% 2	31	1.45
Public Services	57.14% 16	39.29% 11	3.57% 1	28	1.46
Economic Development	81.48% 22	14.81% 4	3.70% 1	27	1.22
Other Non-Housing Needs	17.39% 4	56.52% 13	26.09% 6	23	2.09

Comments (13)

Comments:

Showing **13** responses

1. Continue to fund social services to help victims of domestic violence maintain housing and avoid homelessness!  
3/2/2015 12:16 PM
2. A day center for homeless and community gardens.  
3/2/2015 12:12 PM
3. Explanation is clear, for questions regarding funded and also has explanation on the papers. Addressing public input.  
3/2/2015 12:08 PM
4. Great meeting.  
3/2/2015 12:02 PM
5. Construct more high density (or medium density) buildings for moderate income families.  
3/2/2015 11:49 AM
6. Updates effectively notify San Leandro community through San Leandro Times and through emails. Thank you.  
3/2/2015 11:45 AM
7. Skyrocketing rents are causing a "de facto" form of housing discrimination against those who are unable to afford these rents. The fact that landlords can raise rents to whatever they damn well feel like means that those at the lower levels of income are increasingly being forced out of this city while it becomes increasingly gentrified by those who can afford these outrageous rents. According to the General Plan report, this city is supposed to be dedicated to people of all economic levels, but in reality, unless this city starts to take steps to reverse this trend, those at the bottom are being forced out by landlords who are busy gouging rents.  
2/26/2015 10:04 PM
8. On principle, I skipped the item that has a typo. The City should use spell-check before publishing anything.  
2/9/2015 11:11 PM
9. I am a senior and I think SL has done a great job for seniors...and far too many seniors to do take advantage of what is already offered. Did not answer some questions because it is unclear exactly what these items really mean.  
2/7/2015 9:11 PM

10. I am parent to 2 young adult who live at home because they are unable to find housing. They graduated from high school when the economy tanked and have yet to find adequate employment. Even working full time they qualify as well below the very, very, low income level. They would be homeless without me. My grandson lives well below the poverty level here in San Leandro living in a 1 bedroom apt with 4 adults. IT IS SHAMEFUL THAT RENTS HAVE BECOME SO HIGH THAT YOUNG PEOPLE CAN NOT SECURE ADEQUATE HOUSING AS THEY VENTURE INTO ADULTHOOD! I worry about what will happen to me as I age and try to survive on a limited income.

2/7/2015 2:39 PM

11. My neighborhood - DAVIS WEST - has become MORE not LESS blighted in the 12 years. This is quite disconcerting to me. I am beginning to feel that San Leandro is getting to be like Oakland, where it is easier to focus on the easy areas for improvement, but let the blighted ones take care of themselves. It has become clear that those that made out well during the recession speculated and bought homes in Davis West, only to rent them out. In some cases, improvements were made, but in other cases illegal garage conversions have been ignored and/or encouraged to increase the number of tenants. One such address of illegal activity/rental is: 1063 Warden Avenue. I have requested police presence to curb the speeding on Warden, but instead see SLPD on E 14th and in the Marina stopping cars. I have asked for consideration of the vacant property on Laura Street that the City bought to be converted to some type of neighborhood use - youth services or a dog park. I have also asked that the underutilized Warden Park be considered as a dog park. All these concerns seem to fall on deaf ears. I hear that the Broadmoor neighbors feel quite similarly. It's time to listen to the residents and not only focus on the glamorous projects in the City.

2/6/2015 1:25 PM

12. San Leandro NEEDS an Adult Day Care Facility. The former Adult day Care facility was closed due to non compliance of ADA laws. (St. Peter's Church was closed in 2011) The Seniors have been attending facilities in Hayward and Berkeley. Some seniors remain at home because of the there is NO FACILITY available in San Leandro. There is a DESPERATE AND URGENT NEED for Adult Care facility in San Leandro.

2/5/2015 10:59 PM

13. There are more seniors in San Leandro than most Bay Cities. They do not have some programs that are available in other cities like Oakland, Fremont and Hayward. For example there is no Adult Day ;Care Center. There is no programs like Senior Visitors, Community Ambassador Program (CAP), Volunteer Helpers and Elder Helpers. The seniors need more help and senior housing. and programs.

2/5/2015 5:55 PM

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

The Needs Assessment of the Consolidated Plan outlines San Leandro's priority needs related to affordable housing, homelessness, supportive housing, and community development needs. The City's consultations, community meetings, priority needs survey, and public comment period all contributed in identifying which among these needs have the highest priority. Consequently, in the next five-year consolidated plan period (July 1, 2015 through June 30, 2020), the City will provide CDBG funds only to programs and projects that address the City's highest priority needs.

During the development of the Consolidated Plan and to assist the City in identifying the City's highest priority needs, the City invited residents, non-profit agencies, and other general public to complete a Priority Needs Survey. Tremendous outreach efforts were made to ensure the broad distribution of the survey. The survey was 1) distributed at the two (2) community meetings the City held to discuss the City's Consolidated Plan; 2) emailed to the entire Housing Services Division CDBG distribution list; 3) posted on the City's website; and 4) converted into an online survey via surveymonkey.com to further improve outreach and to provide respondents a much simpler and more efficient way to submit their survey responses to the City.

In all, City staff received a total of thirty-six (36) survey responses (7 paper survey responses and 29 surveymonkey.com responses) that identified the following highest priority needs (selection rate of at least 60% by survey respondents): a) increasing the availability of and preserving existing affordable rental housing; b) preserving existing homeownership; c) preventing those currently housed from becoming homeless; and d) pursuing economic development activities.

In general the survey results are consistent with the costs burdens and other housing problems that resulted from the recent economic recession as well as with the rapidly increasing current rental rates in San Leandro as well as throughout Alameda County. Respondents have identified affordable housing and jobs are the City's highest priority needs.

## **NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

The City-adopted 2010 ADA Transition Plan identifies ADA improvements mandated to done to city facilities to make these facilities more accessible to seniors and persons with disabilities.

Non-profit social service agencies serving San Leandrans have facilities that are in need of improvements and renovations. The City is committed to assisting in these facility improvements in order to assist these agencies provide better services to their clients and/or serve more clients.

Lastly, the City must dedicate CDBG funds for annually repaying the City's \$2.5 million HUD Section 108 Loan in accordance to HUD's 20-year repayment schedule.

### **Describe the jurisdiction's need for Public Improvements:**

As in the past, if feasible, the City will continue to use CDBG funds for installing ADA curb ramps throughout the City.

### **Describe the jurisdiction's need for Public Services:**

During the next five (5) years, the types of services considered priorities for CDBG funds are likely to include basic needs programs for low-income individuals and families, meal delivery to homebound seniors, and shelter programs.

In accordance with HUD regulations, the City cannot commit more than 15% of its annual CDBG allocation (plus the estimated CDBG generated program income from the current fiscal year) toward public services. However, the number of individuals and families seeking social services continue to rise, while CDBG funds continue to be reduced.

### **How were these needs determined?**

These needs were determined through the City's consultations, community meetings, priority needs survey, and public comment period.

## Housing Market Analysis

### MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

The City will use the following local economic trends to help in guiding the formation of the non-housing community development goals and objectives identified in the City's Consolidated Plan. HUD's new eCon Planning Suite, which is downloaded in the Integrated Disbursement and Information System (IDIS), have pre-populated the following most up-to-date housing and economic data available.

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	88	7	0	0	0
Arts, Entertainment, Accommodations	3,344	2,402	11	7	-5
Construction	1,298	2,846	4	8	3
Education and Health Care Services	5,029	4,440	17	12	-5
Finance, Insurance, and Real Estate	1,816	2,232	6	6	0
Information	835	409	3	1	-2
Manufacturing	2,829	5,069	10	14	4
Other Services	2,362	2,057	8	6	-2
Professional, Scientific, Management Services	3,497	2,819	12	8	-4
Public Administration	1	0	0	0	0
Retail Trade	3,336	6,077	11	17	5
Transportation and Warehousing	1,349	2,231	5	6	2
Wholesale Trade	1,737	3,919	6	11	5
Total	27,521	34,508	--	--	--

**Table 5 - Business Activity**

Data Source: 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

#### Labor Force

Total Population in the Civilian Labor Force	44,628
Civilian Employed Population 16 years and over	40,056
Unemployment Rate	10.24
Unemployment Rate for Ages 16-24	24.61
Unemployment Rate for Ages 25-65	7.41

**Table 6 - Labor Force**

Data Source: 2007-2011 ACS

Occupations by Sector	Number of People
Management, business and financial	8,774
Farming, fisheries and forestry occupations	2,434
Service	4,019
Sales and office	11,340
Construction, extraction, maintenance and repair	3,640
Production, transportation and material moving	2,971

**Table 7 - Occupations by Sector**

Data Source: 2007-2011 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	21,652	57%
30-59 Minutes	12,683	34%
60 or More Minutes	3,406	9%
<b>Total</b>	<b>37,741</b>	<b>100%</b>

**Table 8 - Travel Time**

Data Source: 2007-2011 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	4,393	693	1,895
High school graduate (includes equivalency)	8,032	1,109	2,346
Some college or Associate's degree	11,033	1,053	2,445
Bachelor's degree or higher	11,035	590	1,831

**Table 9 - Educational Attainment by Employment Status**

Data Source: 2007-2011 ACS

### Educational Attainment by Age

	Age				
	18-24 yrs	25-34 yrs	35-44 yrs	45-65 yrs	65+ yrs
Less than 9th grade	201	732	1,258	1,592	1,924
9th to 12th grade, no diploma	944	831	1,033	1,535	1,412
High school graduate, GED, or alternative	1,840	3,354	2,572	5,561	3,673
Some college, no degree	3,208	2,618	2,800	5,557	1,801
Associate's degree	283	1,066	748	1,796	632
Bachelor's degree	415	3,124	3,043	3,989	1,172
Graduate or professional degree	18	837	899	1,564	434

**Table 10 - Educational Attainment by Age**

Data Source: 2007-2011 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	26,281
High school graduate (includes equivalency)	31,766
Some college or Associate's degree	41,560
Bachelor's degree	50,369
Graduate or professional degree	70,909

**Table 11 – Median Earnings in the Past 12 Months**

Data Source: 2007-2011 ACS

## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

The most common housing problem for low- to moderate-income households in San Leandro is cost burden with 45.3% of all San Leandro households paying more than 30% of their income on housing in 2012, according to the American Community Survey for 2008-2012. "Overpaying" Renters (51.6%) are more heavily impacted "overpaying" homeowners (40.7%).

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

There are several methods recognized by HUD for defining areas of minority concentration. One method defines areas of minority concentration as Census tracts where more than 50 percent of the population is comprised of a single ethnic or racial group. San Leandro is one of the most diverse cities in Alameda County with no one ethnic group constituting a majority. Though, San Leandro has one (1) census tract (4334) with Asian Non-Hispanic concentration.

The Community Development Block Grant (CDBG) program defines a low income concentration as any block group where more than 50% of residents earn 80% of MFI or less. Under this definition, there are twenty-two (22) low income block groups in San Leandro compared to 126 in the Alameda County Consortium cities as whole.

There appears to be an overlap among low income concentration and minority concentration in block groups 1 and 6 in census tract 4334.

### **What are the characteristics of the market in these areas/neighborhoods?**

The market characteristics in these neighborhoods are in many ways similar to the market characteristics of the City as a whole. There is a large mobile home community in this area.

### **Are there any community assets in these areas/neighborhoods?**

There are community assets in this area, including a community center, parks, and other public facilities.

### **Are there other strategic opportunities in any of these areas?**

The strategic opportunities in these areas align with the strategies of the Consolidated Plan as a whole.

## **Strategic Plan**

### **SP-05 Overview**

#### **Strategic Plan Overview**

The priority needs and goals of the FY 2015-2019 Consolidated Plan are outlined in the following: “Table 19 - Priority Needs Summary” and “Table 23 – Goals Summary”.

The allocation priorities for the City are designated to address these priority needs.

## SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

### Geographic Area

1	Area Name:	City-Wide
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Comprehensive
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	

Table 12 - Geographic Priority Areas

### General Allocation priorities

Describe the basis for allocating investments geographically within the jurisdiction

The City has not established specific target area to focus the investment of CDBG funds. The City will continue to fund programs that meet the national objectives of serving low- and moderate-income clientele (LMC) or low- and moderate-income housing (LMH), with each activity benefitting at least 51% low- and moderate-income individuals and families. The City will also continue to fund programs located in other jurisdictions so long as the agency receiving CDBG funds serves San Leandro residents.

## SP-25 Priority Needs - 91.415, 91.215(a)(2)

### Priority Needs

Table 13 – Priority Needs Summary

1	<b>Priority Need Name</b>	Affordable Housing Needs
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children
	<b>Geographic Areas Affected</b>	City-Wide
	<b>Associated Goals</b>	Affordable Housing Needs Goals
	<b>Description</b>	To address the need for affordable housing in the City, the City proposes to take the following actions: <ul style="list-style-type: none"> <li>• Increase the availability of affordable rental housing for extremely low- (30% AMI), very low- (50% AMI), and low-income (80% AMI) households.</li> <li>• Preserve existing affordable rental housing for households at or below 80% (AMI).</li> <li>• Preserve existing ownership for households at or below 80% Area Median Income (AMI).</li> <li>• Assist low- and moderate-income first-time homebuyers.</li> <li>• Reduce housing discrimination.</li> </ul>
	<b>Basis for Relative Priority</b>	Documented lack of affordable rental housing in the Alameda County HOME Consortium area.

<b>2</b>	<b>Priority Need Name</b>	Homeless Needs
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children Elderly Persons with Physical Disabilities
	<b>Geographic Areas Affected</b>	City-Wide
	<b>Associated Goals</b>	Homelessness Needs Goals
	<b>Description</b>	To address the homelessness needs of the City, the City will continue to support homeless-serving activities that: <ul style="list-style-type: none"> <li>• Maintain, improve, and expand (as needed) the capacity of housing, shelter, and services for homeless individuals and families including integrated healthcare, employment services, and other services.</li> <li>• Maintain and expand activities designed to prevent those currently housed from becoming homeless.</li> <li>• Build on inter-jurisdictional cooperation to achieve housing and homeless needs.</li> </ul>
	<b>Basis for Relative Priority</b>	Reducing homelessness is a high priority for the City and the Alameda County HOME Consortium

<b>3</b>	<b>Priority Need Name</b>	Supportive Housing Needs
	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Elderly Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities
	<b>Geographic Areas Affected</b>	City-Wide
	<b>Associated Goals</b>	Supportive Housing Needs Goals
	<b>Description</b>	The City intends to support future transitional or permanent supportive housing projects that will serve San Leandro residents with special needs, which includes persons with physical or mental disabilities and seniors who need affordable housing integrated with available support services.
	<b>Basis for Relative Priority</b>	Many of the homeless population also have supportive services needs.

<b>4</b>	<b>Priority Need Name</b>	Community Development Needs - Public Services
	<b>Priority Level</b>	High
	<b>Population</b>	<p>Extremely Low</p> <p>Low</p> <p>Large Families</p> <p>Families with Children</p> <p>Elderly</p> <p>Chronic Homelessness</p> <p>Individuals</p> <p>Families with Children</p> <p>Mentally Ill</p> <p>Chronic Substance Abuse</p> <p>veterans</p> <p>Persons with HIV/AIDS</p> <p>Victims of Domestic Violence</p> <p>Elderly</p> <p>Frail Elderly</p> <p>Persons with Mental Disabilities</p> <p>Persons with Physical Disabilities</p> <p>Persons with Developmental Disabilities</p> <p>Persons with Alcohol or Other Addictions</p> <p>Persons with HIV/AIDS and their Families</p> <p>Victims of Domestic Violence</p>
	<b>Geographic Areas Affected</b>	City-Wide
	<b>Associated Goals</b>	Community Development Needs Goals
	<b>Description</b>	The City will continue to provide program operational grants to non-profit social services providers serving San Leandro residents. The types of services considered priorities for City funding include social and health services for low-income women, children, and families in crisis; seniors; persons with disabilities; shelter programs; tenant-landlord counseling; and fair housing.
	<b>Basis for Relative Priority</b>	Assisting San Leandro residents in need is a top priority for the City.

<b>5</b>	<b>Priority Need Name</b>	Community Development Needs - Public Facilities
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children Elderly Frail Elderly Persons with Physical Disabilities
	<b>Geographic Areas Affected</b>	City-Wide
	<b>Associated Goals</b>	Community Development Needs Goals
	<b>Description</b>	The City's capital improvement projects include accessibility improvements to public facilities, installing wheelchair curb ramps throughout the City, and assisting non-profit social service agencies serving San Leandrans with necessary facility improvements.  The City will also continue to make principal and interests payments for the \$2.5 million HUD Section 108 Loan the City used to construct the senior community center.
	<b>Basis for Relative Priority</b>	Improving the quality of life in the neighborhoods is a top priority for the City.

<b>6</b>	<b>Priority Need Name</b>	Community Development Needs - Economic Development
	<b>Priority Level</b>	Low
	<b>Population</b>	Non-housing Community Development
	<b>Geographic Areas Affected</b>	City-Wide
	<b>Associated Goals</b>	Community Development Needs Goals
	<b>Description</b>	If funding is available, the City may potentially seek to provide loans to eligible small businesses for property upgrades, and if the need arises, to develop and implement a neighborhood strategy or plan that includes commercial revitalization.
	<b>Basis for Relative Priority</b>	Increased income can improve and increase the quality of life for San Leandro residents.

<b>7</b>	<b>Priority Need Name</b>	Administration
	<b>Priority Level</b>	High
	<b>Population</b>	Other
	<b>Geographic Areas Affected</b>	City-Wide
	<b>Associated Goals</b>	Affordable Housing Needs Goals Homelessness Needs Goals Supportive Housing Needs Goals Community Development Needs Goals
	<b>Description</b>	The City will continue to allocate 20% of its annual CDBG entitlement fund amount to the administration of the City's CDBG program and to fair housing services that affirmatively further fair housing.
	<b>Basis for Relative Priority</b>	The City must ensure that the CDBG program is administered in accordance to the CDBG program regulations.

**SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)**

**Introduction**

This section provides a brief description of the federal CDBG and HOME funds available to implement the City's FY 2015-2016 Annual Action Plan, which outlines the first year of the FY 2015-2019 Consolidated Plan.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$628,306	\$0	\$0	\$628,306	As a CDBG entitlement locality, the City of San Leandro directly receives CDBG funds annually from the U.S. Department of Housing and Urban Development (HUD). CDBG funds can be used for a variety of housing and community development activities which benefit lower income individuals and families.
Other	public - federal	Acquisition Admin and Planning Housing Other	\$141,964	\$0	\$0	\$141,964	The City of San Leandro receives HOME funds via a formula allocation through the Alameda County HOME Consortium. The HOME Program provides flexible funding to states and local governments for affordable housing programs and activities for low-income households. HOME funds can be used to acquire, rehabilitate, and construct affordable housing, as well as to provide tenant-based rental assistance or homebuyer assistance or homeowner rehabilitation for income-eligible individuals and families.

**Table 14 - Anticipated Resources**

## SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
SAN LEANDRO	Government	Economic Development Homelessness Non-homeless special needs Planning Neighborhood improvements Public facilities	Jurisdiction

**Table 15 - Institutional Delivery Structure**

### Assess of Strengths and Gaps in the Institutional Delivery System

Public agencies, for-profit and non-profit private organizations all play a part in the provision of affordable housing, social services, capital improvements, and economic development. The City's Housing Services Division has the primary responsibility for implementation of the Consolidated Plan and the Housing Element. The Division works closely with the Office of Business Development in the implementation of affordable housing projects and programs. Non-profit agencies also provide social services to the community each year. The Alameda County Housing and Community Development (HCD) Department is the lead agency in the implementation of the HOME Consortium's Consolidated Plan. HCD also administers the HOME Program for the HOME Consortium members, HUD homeless programs (including the Continuum of Care Council), and the Mortgage Credit Certificate (MCC) Program for homeownership. The City and other cities in the County take part in the HCD activities described above.

The City plans to continue funding EveryOne Home's operations, and City staff will continue to serve on its strategic Leadership Board. As already described, the City is committed to implementing the strategies of the EveryOne Home Plan and its objectives of ending homelessness in Alameda County by 2020.

### Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X		
Legal Assistance			
Mortgage Assistance			
Rental Assistance			
Utilities Assistance			
<b>Street Outreach Services</b>			
Law Enforcement	X		
Mobile Clinics			
Other Street Outreach Services	X		

<b>Supportive Services</b>			
Alcohol & Drug Abuse	X		
Child Care	X		
Education	X		
Employment & Employment Training	X		
Healthcare	X		
HIV/AIDS			
Life Skills	X		
Mental Health Counseling	X		
Transportation	X		
<b>Other</b>			

**Table 16 - Homeless Prevention Services Summary**

## **SP-45 Goals - 91.415, 91.215(a)(4)**

### **Goals Summary Information**

See attached "SP – 48 Goals Summary" for Table 17 – Goals Summary.

## **SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

The new Environmental Protection Agency (EPA) rule effective April 22, 2010 requires that contractors be EPA-lead certified prior to beginning work on structures built before 1978. The City, specifically its Building & Safety Services Division, requires contractors, who are working on homes built prior to 1978, to demonstrate that they have satisfied the EPA law prior to providing them the City building permits needed.

### **How are the actions listed above integrated into housing policies and procedures?**

Should the City use federal funds, such as CDBG funds for single-family housing rehabilitation grants and HOME funds for acquisition and/or rehabilitation of apartments for preservation or maintenance as affordable housing, it will inform homeowners and tenants of lead-based paint and comply with both the new EPA law on lead and renovation as well as with applicable HUD lead-based paint hazard reduction guidelines and regulations.

## **SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

Section 220 of the 1992 Housing and Community Development Act requires jurisdictions to describe the goals, programs, and policies that will reduce the number of households with incomes below the poverty level. One strategy for increasing household income is to improve the employment potential of those who are seeking to break from the cycle of poverty. The City's Community Assistance Grant Program (CAP), which is currently funded with CDBG funds, will continue to support non-profit agencies that provide job assistance and related services to low-income members of the community. The Davis Street Family Resource Center (DSFRC) provides case management services to address their clients' financial and social struggles and, employment support services and workshops that include assistance with résumé writing, job search, interview preparation, creating a family budget, and providing clothes for interviews. Special career management courses also assist CalWORKs clients in transitioning from welfare to self-sufficiency. Moreover, DSFRC and Building Futures with Women and Children (BFWC) work collaboratively to find long-term affordable housing for homeless families who have students in the school district.

The City's Office of Business Development actively seeks new commercial office and retail developments that may result in new employment opportunities for residents. The CDBG staff will continue to work closely with the City's Office of Business Development staff to develop eligible projects and programs and promote increased economic development and community job creation and retention.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

The City will continue to use CDBG funds to implement activities/programs to fight poverty and improve the economic circumstances of San Leandro residents. Non-profit agencies providing employment and training resources, such as Davis Street Family Resource Center, will continue to receiving CAP funds. Economic development projects/programs targeted for job creation and retention will be supported.

Furthermore, compliance with Section 3 of the Housing Act of 1967 is required in connection with many San Leandro contracts. The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects will be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing. San Leandro have implemented efforts to ensure that contractors are making good faith efforts in complying with the Section 3 requirements.

## **SP-80 Monitoring - 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of San Leandro has the following procedures to monitor CDBG-funded activities to ensure long-term compliance with the regulatory requirements of the CDBG program.

### *Public Services Agencies*

- City staff conducts desk and onsite monitoring of public services agency providers. Public services agencies are required to submit monthly invoices and quarterly progress reports. City staff conducts thorough review of monthly invoices prior to submitting them for reimbursement processing. City staff compiles quarterly reports which provide quantitative figures and narratives to describe the progress of the programs. Furthermore, City staff conducts onsite-monitoring of the agencies to assess program compliance by walking through the facilities, interviewing agency staff, and reviewing clients' files and financial records.

### *Capital Improvements*

- City staff monitors capital improvement projects for compliance with CDBG regulations, specifically for Davis-Bacon requirements, Section 3 regulations, and Minority Business Enterprises/Women's Business Enterprises (MBE/WBE) regulations. City staff reviews certified payroll records and conducts HUD-11 onsite interviews of construction workers. City staff collects relevant information from the contractors to routinely submit the HUD-required Section 3 Report and HUD-2516 WBE/MBE report prior to the annual submittal deadline.

# FIRST-YEAR ACTION PLAN

## (FY 2015-2016 Annual Action Plan)

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

This section provides a brief description of the federal CDBG and HOME funds available to implement the City's FY 2015-2016 Annual Action Plan, which outlines the first year of the FY 2015-2019 Consolidated Plan.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Narrative Description	
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$		Total: \$
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$628,306	\$0	\$0	\$628,306	As a CDBG entitlement locality, the City of San Leandro directly receives CDBG funds annually from the U.S. Department of Housing and Urban Development (HUD). CDBG funds can be used for a variety of housing and community development activities which benefit lower income individuals and families.
Other	public - federal	Acquisition Admin and Planning Housing Other	\$141,964	\$0	\$0	\$141,964	The City of San Leandro receives HOME funds via a formula allocation through the Alameda County HOME Consortium. The HOME Program provides flexible funding to states and local governments for affordable housing programs and activities for low-income households. HOME funds can be used to acquire, rehabilitate, and construct affordable housing, as well as to provide tenant-based rental assistance or homebuyer assistance or homeowner rehabilitation for income-eligible individuals and families.

Table 17 - Expected Resources – Priority Table

## **Annual Goals and Objectives**

### **AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)**

#### **Goals Summary Information**

Table 25 – Goals Summary is replaced by the attached “AP- 23 Annual Goals Summary”.

# Annual Action Plan

## AP-23 Annual Goals Summary

Goal	Category	Geographic Area	Needs Addressed	Funding						
<p>Affordable Housing Needs Goals</p> <p><b>Start Year:</b> 2015</p> <p><b>End Year:</b> 2019</p> <p><b>Objective:</b> Provide decent affordable housing</p> <p><b>Narrative:</b></p> <p>The City's Single-Family Housing Rehabilitation Program, which is administered by Neighborhood Solutions, will provide grants to fifteen (15) very low- and low-income households for minor repairs to their homes. \$90,000 CDBG funds will be used to provide these minor home repair grants.</p> <p>The City will continue to implement its FY 2010-2014 Fair Housing Plan, specifically designed to assist the City to "affirmatively further fair housing". The City will provide \$10,000 CDBG funds to ECHO Housing, a regional fair housing counseling agency, to provide housing discrimination services to ten (10) very low- and low-income clients.</p> <p>These projects are further detailed in section "AP - 38 Project Summary".</p> <p>In addition, the City will receive HOME funds in the amount of \$141,964 from HUD via the Alameda County HOME Consortium. Alameda County is the lead administrator for HOME funds under the County HOME Consortium. The City will also carry over \$433,772 in HOME funds from previous years for a total \$575,736 in total HOME amount for project expenditures. The City proposes to continue to use HOME funds for the acquisition, rehabilitation, and/or new construction of affordable rental housing as well as tenant-based rental assistance for lower income households in need. Currently, however, there are no proposed HOME-funded projects.</p>	Affordable Housing	City-Wide	Affordable Housing Needs	<table border="1"> <tr> <td>CDBG :</td> <td>\$100,000</td> </tr> <tr> <td>Other - HOME :</td> <td>\$575,736</td> </tr> </table>	CDBG :	\$100,000	Other - HOME :	\$575,736		
	CDBG :	\$100,000								
	Other - HOME :	\$575,736								
				<p><b>Outcome:</b> Affordability</p>						
	<p><b>Goal Outcome Indicator</b></p> <p>Public service activities for Low/Moderate Income Housing Benefit</p> <p>Homeowner Housing Rehabilitated</p>			<table border="1"> <tr> <td><b>Quantity</b></td> <td><b>UoM</b></td> </tr> <tr> <td>10</td> <td>Households Assisted</td> </tr> <tr> <td>15</td> <td>Household Housing Unit</td> </tr> </table>	<b>Quantity</b>	<b>UoM</b>	10	Households Assisted	15	Household Housing Unit
<b>Quantity</b>	<b>UoM</b>									
10	Households Assisted									
15	Household Housing Unit									

# Annual Action Plan

## AP-23 Annual Goals Summary

Goal	Category	Geographic Area	Needs Addressed	Funding						
Homelessness Needs Goals	Homeless	City-Wide	Homeless Needs Administration	<table border="1"> <tr> <td>CDBG :</td> <td>\$0</td> </tr> <tr> <td>Other - HOME :</td> <td>\$0</td> </tr> </table>	CDBG :	\$0	Other - HOME :	\$0		
CDBG :	\$0									
Other - HOME :	\$0									
<p><b>Start Year:</b> 2015</p> <p><b>End Year:</b> 2019</p> <p><b>Objective:</b> Create suitable living environments</p> <p><b>Outcome:</b> Availability/accessibility</p> <p>Narrative:</p> <p>The City has, in the past, provided CDBG funds to Building Futures with Women &amp; Children (BFWC) for its San Leandro Shelter for Women and Children and to ECHO Housing to providing tenant and landlord counseling and rental assistance program to San Leandro residents. However, due to limited CDBG funds, the City will be allocating local General Funds to BFWC and ECHO Housing to continue to provide their services that address the City's homelessness needs. BFWC's San Leandro Shelter will provide emergency shelter and support services, including food, laundry facilities, transportation vouchers, case management, mental health services, resources and referrals, advocacy, support groups, and household establishment assistance for residents moving beyond shelter, to homeless families in crisis, specifically to 200 women and children who are victims to domestic violence. ECHO Housing will provide tenant and landlord counseling, dispute resolution that provide tenants and landlords with mediation, and counseling services concerning tenant's and landlord's rights and responsibilities regarding rental housing to 130 tenants and landlords.</p>										
<table border="1"> <thead> <tr> <th data-bbox="1112 772 1161 1430">Goal Outcome Indicator</th> <th data-bbox="1112 409 1161 772">Quantity</th> <th data-bbox="1112 165 1161 409">UoM</th> </tr> </thead> <tbody> <tr> <td data-bbox="1161 772 1206 1430">Other</td> <td data-bbox="1161 409 1206 772">0</td> <td data-bbox="1161 165 1206 409">Other</td> </tr> </tbody> </table>					Goal Outcome Indicator	Quantity	UoM	Other	0	Other
Goal Outcome Indicator	Quantity	UoM								
Other	0	Other								

# Annual Action Plan

## AP-23 Annual Goals Summary

Goal	Category	Geographic Area	Needs Addressed	Funding						
Supportive Housing Needs Goals	<div style="border: 1px solid black; padding: 2px;">Non-Homeless Special Needs</div>	City-Wide	Supportive Housing Needs	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">CDBG :</td> <td style="width: 50%; text-align: right;">\$0</td> </tr> <tr> <td>Other - HOME :</td> <td style="text-align: right;">\$0</td> </tr> </table>	CDBG :	\$0	Other - HOME :	\$0		
CDBG :	\$0									
Other - HOME :	\$0									
<p><b>Start Year:</b> 2015</p> <p><b>End Year:</b> 2019</p> <p><b>Objective:</b> Create suitable living environments</p>										
<p>Narrative:</p>										
<p>Due to the limited availability of funds, the City of San Leandro does not anticipate funding activities that increase the availability of service-enriched housing for persons with special needs in FY 2015-2016.</p>										
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Goal Outcome Indicator</th> <th style="width: 25%;">Quantity</th> <th style="width: 25%;">UoM</th> </tr> </thead> <tbody> <tr> <td>Other</td> <td style="text-align: center;">0</td> <td>Other</td> </tr> </tbody> </table>					Goal Outcome Indicator	Quantity	UoM	Other	0	Other
Goal Outcome Indicator	Quantity	UoM								
Other	0	Other								

# Annual Action Plan

## AP-23 Annual Goals Summary

Goal	Category	Geographic Area	Needs Addressed	Funding									
Community Development Needs Goals	<div style="border: 1px solid black; padding: 5px; text-align: center;">                     Non-Housing Community Development                 </div>	City-Wide	Community Development Needs – Public Services Community Development Needs – Public Facilities Community Development Needs – Economic Development	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">CDBG :</td> <td style="text-align: right;">\$412,645</td> </tr> <tr> <td>Other - HOME :</td> <td style="text-align: right;">\$0</td> </tr> </table>	CDBG :	\$412,645	Other - HOME :	\$0					
CDBG :	\$412,645												
Other - HOME :	\$0												
<p><b>Start Year:</b> 2015</p> <p><b>End Year:</b> 2019</p> <p><b>Objective:</b> Create suitable living environments</p>													
<p><b>Narrative:</b></p> <p>The City will commit 15% (or \$94,245) of its annual CDBG allocation (plus estimated CDBG generated program income from the current fiscal year), in accordance with HUD regulations, toward Public Services. The City issued a Community Assistance Grant Program (CAP) Request for Funding Proposal (RFP) in December 2014 to award two-year grants through FY 2015-2017 (July 1, 2015 - June 30, 2017). The following non-profit social services providers will be awarded CDBG public services funds in the 1st-year of the two-year funding cycle: Child Abuse Listening, Interviewing and Coordination Center (CALICO) (\$19,400); Davis Street Family Resource Center (\$34,500); SOS/Meals on Wheels (\$25,700); and Spectrum Community Services (\$14,645). These public services agencies will serve an estimated 10,982 persons. These projects are further detailed in section "AP - 38 Project Summary".</p> <p>For Public Facilities, the City will allocate \$201,417 to HUD for principal/interest payments for the City's outstanding \$2.5 million HUD Section 108 loan which was used to construct the City's senior center in 2010. In addition, staff proposes allocating \$116,983 to continue to assist in the implementation of the City's 2010 Updated ADA Transition Plan by funding the completion of architectural modifications designed to make seven (7) City facilities (Main Library, Marina Community Center, City Hall, South Offices, Police Department, Washington Manor Library, and Marina Park) more accessible to persons with disabilities.</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Goal Outcome Indicator</th> <th style="text-align: center;">Quantity</th> <th style="text-align: center;">UoM</th> </tr> </thead> <tbody> <tr> <td>Public service activities other than Low/Moderate Income Housing Benefit</td> <td style="text-align: center;">10,982</td> <td style="text-align: center;">Persons Assisted</td> </tr> <tr> <td>Other</td> <td style="text-align: center;">7</td> <td style="text-align: center;">Other</td> </tr> </tbody> </table>					Goal Outcome Indicator	Quantity	UoM	Public service activities other than Low/Moderate Income Housing Benefit	10,982	Persons Assisted	Other	7	Other
Goal Outcome Indicator	Quantity	UoM											
Public service activities other than Low/Moderate Income Housing Benefit	10,982	Persons Assisted											
Other	7	Other											

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

CDBG funds can be used for four (4) general types of projects: housing, capital projects, economic development, and public services. All projects must meet at least one (1) of HUD's national objectives: 1) to benefit low/moderate-income people; 2) to prevent or eliminate slums and blight; and 3) to meet an urgent community development need.

Even if a project is suitable for one of the City's eligible categories, it must also pass the low- and moderate-income benefit test. A project basically meets this standard if at least 51% of the beneficiaries have low-moderate incomes (i.e., incomes at or below 80% of Area Median Income) or if the project benefits an area (e.g., census tracts, service area, neighborhood, etc.) with a majority of low-moderate income people. Funded projects are required to document the income levels of persons and households receiving these services.

After assessing the City's housing and community development priority needs, evaluating the Five-Year Strategic Plan objectives for FY 2015-2019, and analyzing CDBG eligibility criteria, the City is proposing to allocate its available CDBG dollars in the following eligible funding categories: Public Services, Public Facilities, Housing Activities, and General Administration.

The City of San Leandro allocates its annual federal CDBG and HOME funds to address the City's housing and community development needs identified in the City's FY 2015-2019 Five-Year Housing and Community Development Strategic Plan (Consolidated Plan).

The main obstacles to addressing the City's underserved needs are: 1) the continued reductions in funding levels for the CDBG and HOME programs, and 2) the excess of need far exceeding the amounts of funding available.

#	Project Name
1	CALICO - San Leandro Child Abuse Intervention Project
2	Davis Street Family Resource Center's Family Support Services - Basic Needs Program
3	SOS/Meals on Wheels - Meal Delivery Service to Homebound Seniors
4	Spectrum Community Services - San Leandro Senior Nutrition and Activities Program
5	CDBG Program Administration
6	ECHO Housing - Fair Housing Program
7	Section 108 Loan Repayment
8	City of San Leandro ADA Transition Plan for City Facilities
9	Single-Family Housing Rehabilitation Program

**Table 18 – Project Information**

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The four (4) public services agencies (CALICO, Davis Street Family Resource Center, SOS/Meals on Wheels, and Spectrum Community Services) selected to be funded in FY 2015-2016 are among fifteen (15) agencies who submitted an application to the City-issued FY 2015-2017 Community Assistance Grant Program (CAP) RFP. These agencies provide critical, and CDBG-eligible, social services for San Leandro residents, thus, meeting the City's Consolidated Plan priority needs, and the City's Human

Services Commission recommended that these 4 agencies be funded with CDBG funds.

The City's allocation to ECHO Housing to provide fair housing services is consistent with the Consolidated Plan priority and the City's commitment to affirmatively further fair housing.

The allocation for the City's HUD Section 108 Loan repayment is in accordance with the 20-year repayment schedule for the City's \$2.5 million HUD Section 108 Loan used to complete the City's senior center.

The City's ADA Transition Plan, partially funded with CDBG funds, outlines the City's commitment to make City facilities for ADA accessible.

Lastly, the City is able to provide lower-income San Leandro homeowners with minor repair grants using CDBG funds to ensure that these existing, affordable homes are preserved and in safe conditions.

The main obstacles to addressing the City's underserved needs are: 1) the continued reductions in funding levels for the CDBG and HOME programs, and 2) the excess of need far exceeding the amounts of funding available.

**AP-38 Project Summary**

**Project Summary Information**

See attached "AP – 38 Project Summary".

# Annual Action Plan (2015-1)

AP – 38 Project Summary

Project Summary Information					
No.	Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
1	<b>CALICO – San Leandro Child Abuse Intervention Project</b>	Community Development Needs Goals		Community Development Needs – Public Services	CDBG : \$19,400
	Description	CALICO, the Child Abuse Listening, Interviewing, and Coordination Center, provide family support services to improve mental health outcomes for San Leandro children who have suffered abuse and their families.			
	Target Date for Completion	06/30/2016			
	Estimate the number and type of families that will benefit from the proposed activities	Fifty (50) abused children and thirty-six (36) caregivers will receive critical family support services, which includes forensic interviews.			
	Location Description	CALICO Interview Center, 524 Estudillo Avenue, San Leandro, CA 94577			
	Planned Activities	CALICO's Family Resource Specialist (FRS), a skilled mental health clinician, will provide critical therapeutic interventions that can place 52 abused children on path to healthy adulthood. FRS will also provide caregivers with ongoing support that prevents the recurrence of violence and begins to foster healing for the children.			
2	<b>Davis Street Family Resource Center's Family Support Services - Basic Needs Program</b>	Community Development Needs Goals		Community Development Needs – Public Services	CDBG : \$34,500
	Description	Comprehensive Family Resource Center provides emergency services to low-income people in San Leandro enabling them to move out of poverty and into self-sufficiency. Family Support Services program include basic needs services, food, clothing, and housing assistance, employment support in addition to counseling case management and information and referral, free medical and dental care, and child care.			
	Target Date for Completion	06/30/2016			
	Estimate the number and type of families that will benefit from the proposed activities	12,694 low-income individuals and families will receive Basic Needs Services, including emergency food which includes food bags for the entire family for 7 days. 150 clients will receive crisis intervention and/or short-term community counseling and/or substance abuse prevention services.			
	Location Description	Davis Street Family Resource Center, 3081 Teagarden Street, San Leandro, CA 94577.			
	Planned Activities	Basic Needs Program will provide 12,694 San Leandro clients with emergency food. Clients will be screened for eligibility for other services and referred to other community providers. Counseling services, including weekly individual, family and crisis intervention and substance abuse prevention and short-term counseling will be provided to 150 clients at both family resource centers and in 10 San Leandro schools.			

# Annual Action Plan (2015-1)

## AP – 38 Project Summary

	<p><b>SOS/Meals on Wheels – Meal Delivery Service to Homebound Seniors</b></p>	<p>Community Development Needs Goals</p>		<p>Community Development Needs – Public Services</p>	<p>CDBG : \$25,700</p>
	<p>Description</p>	<p>SOS/Meals on Wheels program delivers warm, nutritious meals to homebound seniors who are 60 years of age or older and unable to buy or prepare food for themselves.</p>			
3	<p>Target Date for Completion</p>	<p>06/30/2016</p>			
	<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<p>270 homebound seniors will be provided warm, nutritious meals.</p>			
	<p>Location Description</p>	<p>The meals are delivered to the seniors' homes throughout the City.</p>			
	<p>Planned Activities</p>	<p>SOS/Meals on Wheels will deliver warm, nutritious meals to 270 homebound seniors in San Leandro. Drivers will also provide health check-in visits and assist seniors with small tasks.</p>			
	<p><b>Spectrum Community Services – San Leandro Senior Nutrition and Activities Program</b></p>	<p>Community Development Needs Goals</p>		<p>Community Development Needs – Public Services</p>	<p>CDBG : \$14,645</p>
	<p>Description</p>	<p>Spectrum's Senior Nutrition and Activities Program (SNAP) help low-income San Leandro seniors stay health and independent by serving hot, nutritious meals in supportive settings, 5 days week.</p>			
	<p>Target Date for Completion</p>	<p>06/30/2016</p>			
4	<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<p>480 low-income seniors will receive hot, nutritious meals.</p>			
	<p>Location Description</p>	<p>San Leandro Senior Community Center, 13939 East 14th Street, San Leandro, CA 94577 and Fargo Senior Center, 868 Fargo Avenue, San Leandro, CA 94579.</p>			
	<p>Planned Activities</p>	<p>Spectrum's Senior Nutrition and Activities Program (SNAP) will serve 480 low-income San Leandro seniors with hot, nutritious meals 5 days a week, 248 days per year at the San Leandro Senior Community Center and the Fargo Senior Center.</p>			
5	<p><b>CDBG Program Administration</b></p>	<p>Affordable Housing Needs Goals Homelessness Needs Goals Supportive Housing Needs Goals Community Development Needs Goals</p>		<p>Affordable Housing Needs Homeless Needs Supportive Housing Needs Community Development Needs – Public Services Community Development Needs – Public Facilities Community Development Needs –</p>	<p>CDBG : \$115,661</p>

# Annual Action Plan (2015-1)

## AP – 38 Project Summary

			Economic Development Administration	
Description	General administration and oversight of the CDBG Program.			
Target Date for Completion	06/30/2016			
Estimate the number and type of families that will benefit from the proposed activities	13,705 low-income clients will be assisted with CDBG-funded services. This includes 13,680 public services clients; 10 Fair Housing services clients; and 15 housing rehabilitation program clients.			
Location Description	Various locations throughout the City and the County.			
Planned Activities	The City will continue to allocation 20% of its annual CDBG entitlement fund amount to the administration of the City's CDBG program.			
<hr/>				
<b>ECHO Housing - Fair Housing Program</b>	Affordable Housing Needs Goals	Affordable Housing Needs Administration	CDBG :	\$10,000
Description	ECHO Housing provides fair housing services to San Leandro residents to reduce housing discrimination in the City.			
Target Date for Completion	06/30/0016			
Estimate the number and type of families that will benefit from the proposed activities	Ten (10) low-households will be assisted with fair housing services.			
Location Description	ECHO Housing staff provides fair housing services over the phone.			
Planned Activities	ECHO Housing Fair Housing Coordinator will:			
	<ul style="list-style-type: none"> <li>• provide services to San Leandro households inquiring about fair housing and related issues, and/or alleging housing discrimination by evaluating and investigating complaints within 24 hours, when feasible, using trained investigators. If discrimination is suspected, mediation will be offered or referrals will be made to private attorneys or government agencies if the complainant so desires.</li> <li>• conduct a systematic fair housing audit to determine fair housing compliance, analyze data, and provide follow-up and training for non-compliant property owners and/or managers.</li> <li>• conduct an annual April Fair Housing Month event and a fair housing training session for tenant and/or potential homebuyers.</li> <li>• conduct presentations on fair housing issues; distribute fliers/brochures at public locations such as libraries, churches, community groups, social service agencies, and stores; and disseminate quarterly public service announcements.</li> </ul>			

# Annual Action Plan (2015-1)

AP – 38 Project Summary

	Community Development Needs Goals	Community Development Needs – Public Facilities	CDBG :
<p><b>Section 108 Loan Repayment</b></p>			<p><b>\$201,417</b></p>
<p>Description</p>	<p>The City received \$2.5 million HUD Section 108 Loan to complete the construction of the senior center. With the completion of the facility, the City will now make repayments based on the repayment schedule provided by HUD. The City pledges future CDBG funds to repay the \$2.5 million loan over 20 years.</p>		
<p>7</p>	<p>Target Date for Completion</p>	<p>06/30/2016</p>	
<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<p>Not applicable.</p>		
<p>Location Description</p>	<p>Not applicable.</p>		
<p>Planned Activities</p>	<p>The City will use future CDBG funds to repay its \$2.5 million HUD Section 108 Loan used to complete the construction of the City's senior center.</p>		
<p><b>City of San Leandro ADA Transition Plan for City Facilities</b></p>	Community Development Needs Goals	Community Development Needs – Public Facilities	CDBG : \$116,983
<p>Description</p>	<p>The Departments of Engineering &amp; Transportation and Public Works will complete architectural modifications to City facilities (Main Library, Marina Community Center, City Hall, South Offices, Police Department, Washington Manor Library, and Marina Park) to make them more ADA accessible.</p>		
<p>8</p>	<p>Target Date for Completion</p>	<p>Not applicable.</p>	
<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<p>Not applicable.</p>		
<p>Location Description</p>	<p>Several City facilities (Main Library, Marina Community Center, City Hall, City Hall-South Offices, Police Department building, Washington Manor Library, and Marina Park).</p>		
<p>Planned Activities</p>	<p>CDBG funds will be used to make City facilities (Main Library, Marina Community Center, City Hall, City Hall-South Offices, Police Department building, Washington Manor Library, and Marina Park) more accessible for seniors and disabled persons.</p>		
<p><b>Single-Family Housing Rehabilitation Grant Program</b></p>	Affordable Housing Needs Goals	Affordable Housing Needs	CDBG : \$90,000
<p>Description</p>	<p>The City's Single-Family Housing Rehabilitation Program will provide grants to very low- and low-income households for minor repairs to their homes.</p>		
<p>9</p>			

# Annual Action Plan (2015-1)

## AP – 38 Project Summary

	<p>Target Date for Completion</p> <p>Estimate the number and type of families that will benefit from the proposed activities</p> <p>Location Description</p> <p>Planned Activities</p>	<p>06/30/2016</p> <p>Fifteen (15) lower-income households will have minor repairs completed in their single-family or mobile homes.</p> <p>The homes, within the jurisdictional boundaries of the City of San Leandro, will be identified once the applications are processed.</p> <p>CDBG funds will be used to provide grants to 15 income-eligible (extremely low- and very low-income) households to complete repairs to the single-family or mobile homes. Grants may be used for minor repairs that improve health and safety, home accessibility, exterior clean up, exterior paint, and seismic strengthening.</p>
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## AP-50 Geographic Distribution - 91.420, 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Most of the activities in the Action Plan meet the needs of the entire City. The income structure of the City is fairly diverse, with few low-income census tract areas. Potential sites that could possibly accommodate affordable housing and homeless facilities are identified in the City's Housing Element.

### Geographic Distribution

Target Area	Percentage of Funds
City-Wide	100

Table 19 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

Geography was not used to determine funding allocation priorities.

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

To carry out the following strategies outlined in the City of San Leandro's Consolidated Plan, the City will pursue the following planned actions.

### **Actions planned to address obstacles to meeting underserved needs**

The Consolidated Plan priorities are designed to address the underserved needs in San Leandro. The primary obstacle to meeting the City's underserved needs is securing adequate funding resources.

### **Actions planned to foster and maintain affordable housing**

The City will coordinate and collaborate with Alameda County to administer HOME funds for acquisition, rehabilitation, and/or new construction of affordable rental housing as well as tenant-based rental assistance. The City staff will continue to work closely with local non-profit agencies, the County, and other HOME Consortium member cities to identify permanent affordable housing as well as emergency and transitional housing needs (along with necessary supportive services) for the homeless and/or persons with special needs. HOME Consortium members, including San Leandro, have also agreed to continue funding the consortium-wide Tenant-Based Rental Assistance (TBRA) for Homeless Families Program, a transitional housing program that provides short-term rental subsidies, job preparation and placements, case management, and other support services to assist homeless families attain permanent housing.

The City, moreover, will continue to contract with ECHO Housing for housing services such as fair housing and tenant/landlord counseling. These services help maintain people in housing and prevent homelessness.

Furthermore, the City's Housing Rehabilitation Program for minor home repair grants for owner-occupied homes historically preserved and improved the City's existing housing stock for extremely low and very low-income homeowners and also assisted elderly homeowners to age in place.

Lastly, the City will continue to monitor the preservation of 1,446 Below-Market Rate (BMR) rental units (funded and/or regulated by the City/Redevelopment Agency and/or regulated by State Low-Income Housing Tax Credit Program) for tenants earning between 30% and 120% of the Area Median Income and fifty-six (56) existing BMR ownership units.

### **Actions planned to reduce lead-based paint hazards**

The new Environmental Protection Agency (EPA) rule effective April 22, 2010 requires that contractors be EPA-lead certified prior to beginning work on structures built before 1978. The City, specifically its Building & Safety Services Division, requires contractors, who are working on homes built prior to 1978, to demonstrate that they have satisfied the EPA law prior to providing them the City building permits needed.

Should the City use federal funds, such as HOME funds, for acquisition and/or rehabilitation of apartments for preservation or maintenance as affordable housing, it will inform tenants of lead-based paint and comply with both the new EPA law on lead and renovation as well as with applicable HUD lead-based paint hazard reduction guidelines and regulations.

### **Actions planned to reduce the number of poverty-level families**

Section 220 of the 1992 Housing and Community Development Act requires jurisdictions to describe the goals, programs, and policies that will reduce the number of households with incomes below the poverty level. One strategy for increasing household income is to improve the employment potential of those who are seeking to break from the cycle of poverty. The City's Community Assistance Grant Program (CAP), which is currently funded with CDBG funds, will continue to support non-profit agencies that provide job assistance and related services to low-income members of the community.

The City's Office of Business Development actively seeks new commercial office and retail developments that may result in new employment opportunities for residents. The CDBG staff will continue to work closely with the City's Office of Business Development staff to develop eligible projects and programs and promote increased economic development and community job creation and retention.

### **Actions planned to develop institutional structure**

Public agencies, for-profit and non-profit private organizations all play a part in the provision of affordable housing, social services, capital improvements, and economic development. The City's Housing Services Division has the primary responsibility for implementation of the Consolidated Plan and the Housing Element. The Division works closely with the Office of Business Development in the implementation of affordable housing projects and programs. Non-profit agencies also provide social services to the community each year. The Alameda County Housing and Community Development (HCD) Department is the lead agency in the implementation of the HOME Consortium's Consolidated Plan. HCD also administers the HOME Program for the HOME Consortium members, HUD homeless programs (including the Continuum of Care Council), and the Mortgage Credit Certificate (MCC) Program for homeownership. The City and other cities in the County take part in the HCD activities described above.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City plans to continue funding EveryOne Home's operations, and City staff will continue to serve on its strategic Leadership Board. As already described, the City is committed to implementing the strategies of the EveryOne Home Plan and its objectives of ending homelessness in Alameda County by 2020.

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

The program-specific requirements governed by the Community Development Block Grant Program (CDBG) and HOME Investment Partnership Program (HOME) are described below.

#### **Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)**

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	\$0
5. The amount of income from float-funded activities	\$0
<b>Total Program Income:</b>	<b>\$0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	\$0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

# HUD CDBG & HOME Certifications



# Non-State Grantee Certifications

- This certification does not apply.  
 This certification is applicable.

## NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

---

Signature/Authorized Official

Date

Chris Zapata

Name

City Manager

Title

835 East 14<sup>th</sup> Street

Address

San Leandro, CA 94577

City/State/Zip

510/577-3354

Telephone Number

This certification does not apply.  
 This certification is applicable.

## Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. **Maximum Feasible Priority** - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit** - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2015, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments** - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24.

**Compliance with Laws** -- It will comply with applicable laws.

---

Signature/Authorized Official

Date

Chris Zapata

Name

City Manager

Title

835 East 14<sup>th</sup> Street

Address

San Leandro, CA 94577

City/State/Zip

510/577-3354

Telephone Number

- This certification does not apply.  
 This certification is applicable.

### OPTIONAL CERTIFICATION CDBG

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

This certification does not apply.  
 This certification is applicable.

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

\_\_\_\_\_  
Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

This certification does not apply.  
 This certification is applicable.

### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility.
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

\_\_\_\_\_  
Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

This certification does not apply.  
 This certification is applicable.

## ESG Certifications

I, \_\_\_\_\_, Chief Executive Officer of the City of San Leandro, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related authorities as specified in 24 *CFR* Part 58.
11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.  
 This certification is applicable.

## APPENDIX TO CERTIFICATIONS

### Instructions Concerning Lobbying and Drug-Free Workplace Requirements

#### Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code). Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
San Leandro City Hall	835 East 14 <sup>th</sup> Street	San Leandro	Alameda	CA	94577

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:
  - "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);
  - "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;
  - "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;
  - "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:
    - a. all "direct charge" employees;
    - b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
    - c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification.

These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

---

Signature/Authorized Official

Date

Chris Zapata

Name

City Manager

Title

835 East 14<sup>th</sup> Street

Address

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