



2017-18 ACTION PLAN CITY OF ELK GROVE

ADOPTED
May 10, 2017



AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The 2017-18 Action Plan is a one-year plan to address the community development and low-income housing needs in the City of Elk Grove. It covers the fifth year of implementation of the five-year Consolidated Plan. Both the Consolidated Plan and the Action Plan are implemented by the City's Housing and Public Services Manager in the Development Services Department.

The City anticipates receiving \$828,882 in 2017-18 funds from the federal Community Development Block Grant (CDBG) program. The City also plans to meet its community development and housing needs using the City's Affordable Housing Fund, Neighborhood Stabilization Program, and Community Service Grant program.

City staff encouraged citizen participation throughout the Action Plan process. This included consulting local organizations, holding public meetings, and encouraging public comment during the public review period. Using research and input from the public, City staff formulated the objectives and outcomes that are briefly described below.

2. Summarize the objectives and outcomes identified in the Plan

Objectives

The City's key objectives for the 2017-18 funding period include the following:

- Expand the City's stock of permanent affordable housing for very low-income households, particularly those exiting homelessness and/or transitional housing, by acquiring and rehabbing one or more properties for use as shared housing.
- Provide a housing repair program that addresses the quality and affordability of ownership housing stock for target-income households.
- Remove barriers to accessibility throughout the City, especially those barriers identified as a priority by the Disability Advisory Committee.
- Assist community-based organizations with financing that allows them to provide new or expanded services to target-income residents, especially seniors, youth, and the homeless.
- Begin work on a regional Assessment of Fair Housing, to include 11 agencies in the Sacramento area, and which is expected to be completed in 2019.

Outcomes

The City's housing outcomes for this planning period include acquiring one or more single-family homes to provide permanent affordable housing, and offering a minor housing repair program for low-income homeowners. The City will also meet housing goals through funding provided by the Neighborhood Stabilization Program and/or the Affordable Housing Fund. The City will continue to offer a Homebuyer Assistance Program funded by the Affordable Housing Fund.

The City will also fund public improvements, including an ADA-compliant curb ramp installation project to assist disabled residents and a roof replacement at the Old Elk Grove Court House, which is currently leased to the Elk Grove Teen Center.

The City received applications from ten eligible organizations for public service programs, and plans to fund the following:

- Big Brothers/Big Sisters of Greater Sacramento, which will offer a youth mentoring program.
- Support Works, a case management and education program run by the Elk Grove Food Bank.
- Meals on Wheels by ACC, which offers daily hot or frozen meals to homebound seniors.
- Sacramento Self-Help Housing, which offers housing counseling to homeless residents and those at risk of homelessness and provides case management for clients at the City's two transitional housing projects.
- Tenants' rights and fair housing advice, mediation, and investigation through a partnership with Sacramento Self-Help Housing and Project Sentinel.

3. Evaluation of past performance

The City evaluated its past performance as a part of determining which activities to fund in the 2017-18 year.

The City has had a great deal of success creating new affordable housing. Since 2002, the City has invested nearly \$64 million in the creation of over 1,500 new rental units affordable to low-income and very low-income households. This Action Plan includes activities that continue to expand affordable housing resources, including homebuyer assistance and consideration of new affordable rental units.

In the last several years, the City has also taken steps to identify and address needs related to homelessness. The City opened its first transitional housing project in 2013, and added a second transitional house focused on families that opened in 2015. In 2016, the City acquired an eight-bedroom property that will serve as permanent shared housing for persons exiting homelessness (directly or from transitional housing). In early 2017, the City contracted with Sacramento Self Help Housing for homeless navigation services, aimed at helping homeless people obtain the documentation necessary to connect with services and housing. As clients exit transitional housing, it has become apparent that additional permanent affordable housing is needed, particularly at the lowest income levels.

In the area of accessibility, the City has completed dozens of ADA curb ramps and several sidewalk infill projects in recent years. The need for these activities remains high. The City's Disability Advisory Committee continues to weigh in on priority projects and locations.

The City has typically devoted the full 15% allowed to public services, serving thousands of households with a range of services, from meals to transportation to housing counseling. Many households have come to depend on these services, and new households are accessing them. The City plans to continue to devote the maximum allowable funding to public services, and also to supplement it with around \$370,000 in General Fund monies.

4. Summary of Citizen Participation Process and consultation process

The City offered several opportunities for participation and comment throughout the Action Plan process:

- A public meeting to solicit feedback on needs was held on February 9, 2017. The meeting was noticed in the Elk Grove Citizen (a newspaper of general circulation), and staff also sent emails to interested persons and organizations. The meeting was attended by 15-20 people, mostly representing nonprofits.

- The City offered an opportunity for comment at its March 22, 2017 City Council meeting, when priority needs and 2017-18 funding allocations were discussed. The City also offered an opportunity for comment at the May 10, 2017 City Council meeting, when the Action Plan was adopted.
- Staff attended regularly scheduled meetings of the Disability Advisory Committee and Homeless Solutions Committee to solicit feedback on needs and potential projects. All meetings were open to members of the public.
- The City held an interdepartmental meeting to discuss potential projects.

In addition to the participation opportunities held in coordination with the Action Plan, the Consolidated Plan process offered more extensive outreach efforts, including interviewing Food Bank clients and attendees at free meals, and a survey of nonprofits. Based on conversations with nonprofit representatives, the needs expressed at that time remain relevant.

This Action Plan was available for public review during a public comment period from April 10 to May 10, 2017. A public notice announcing its availability was published in the Elk Grove Citizen on March 8 and April 26, 2017. The first public hearing on the Action Plan was held in front of the Elk Grove City Council on March 22 and a second public hearing will be held on May 10, 2017.

5. Summary of public comments

The City received a number of public comments at the City Council meetings on March 22 and May 10, 2017. Most of the comments were in support of various organizations, only some of which were eligible for CDBG funding.

- Jennifer Masello of Meals on Wheels by ACC thanked the City for their previous support of the Meals on Wheels program and shared some of its successes.
- Judy Sala of the Elk Grove Food Bank noted the necessity of receiving the grant for the Food Bank's continued successful operation and thanked the City for its support in previous years.
- Michael Hemsworth of ARS Musica provided an explanation of the programming that his organization plans to undertake if awarded grant funds.
- David Morikawa of Meals on Wheels by ACC expressed the need for continued support of the senior meals program.

Video of the meeting is available on the City's website and includes full comments from each speaker.

No written comment was received during the 30-day public comment period.

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

To date, the City has not received any public comments that were not accepted. The City attempted to incorporate feedback received throughout the Action Plan outreach efforts into the Plan in some fashion.

7. Summary

As a part of the Consolidated Plan effort, the City selected two key priorities:

- Build healthy communities; and
- Expand economic opportunities.

Those goals align closely with two of the City Council's four goals, which include "grow and support safe, livable, and attractive neighborhoods" and "create a vibrant, diversified economy."

Within those priorities, the City identified seven main goals:

- Foster affordable housing;
- Expand homeless housing and services;
- Create local jobs;
- Provide social services;
- Improve accessibility;
- Construct or upgrade public facilities; and
- Maintain community standards.

To address those goals in 2017-18, the City plans to fund the construction of new affordable housing, provide homebuyer assistance loans to first-time homebuyers, provide forgivable loans to homeowners needing health and safety repairs, support nonprofits offering a wide range of social services, assist with several accessibility projects, and upgrade the public building used by the Teen Center.

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

1. Agency/entity responsible for preparing/administering the Consolidated Plan

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

Table 1 – Responsible Agencies

Agency Role	Name	Department/Agency
Lead Agency	ELK GROVE	Development Services
CDBG Administrator	ELK GROVE	Development Services

Narrative

The Development Services Department – Housing and Public Services Division is responsible for overseeing the administration of the City's CDBG funding, including the preparation of the Consolidated Plan and Action Plan. Within the Development Services Department, the Housing and Public Services Manager oversees the day-to-day administration of the CDBG program.

Consolidated Plan Public Contact Information

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AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

In preparing the Consolidated Plan, the City consulted with a variety of agencies, including local and regional nonprofits, Legal Services of Northern California, the Sacramento Housing Alliance, Sacramento Steps Forward, and many others. The City also attended several meetings of specialized City committees and spoke with Food Bank and weekend meal program clients.

The goal of the consultation process was to gather data to help determine the priority needs of Elk Grove citizens and opportunities for coordination to improve availability and accessibility to services.

The 2017-18 Action Plan consultations built off of the robust consultation done as a part of the Consolidated Plan preparation last year, and was focused on working with Elk Grove nonprofits and committees to evaluate whether the needs identified remained relevant.

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)).

The City's public housing agency is the Sacramento Housing and Redevelopment Agency (SHRA), which noted that it consulted with several agencies in an attempt to determine the level of coordination needed.

At the local level, the Elk Grove Food Bank and Sacramento Self Help Housing provide case management services, including referrals to private and governmental health, mental health, and service agencies. The Food Bank holds several health-related events each year, and also provides referrals to free or low-cost (\$5/session) mental health counseling offered by Hope for Healthy Families. The Food Bank serves many clients of affordable housing, and provides on-site services at all four of the City's senior affordable housing complexes. Sacramento Self Help Housing provides services from the Elk Grove United Methodist Church one day per week, and on-site services at the City's two transitional houses.

Several other affordable housing complexes have on-site services provision through a nonprofit partnership, but the hours maintained by staff are often limited.

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 plans to become more involved in the Continuum of Care, which is currently administered by Sacramento Steps Forward, in the coming year. In 2017, the City's Housing and Public Services Manager began a four-year term on the Sacramento Steps Forward Advisory Board and also serves on the Performance Review Committee.

The City's efforts to address the needs of homeless persons have included the following:

- Formation of the Homeless Solutions Committee, a group of social service providers and faith-based organizations that meets roughly monthly to discuss homeless issues and meaningful ways to address them.
- Acquisition and rehabilitation of two transitional housing properties in the last five years.

- Acquisition and rehabilitation of an eight-bedroom property to be used as permanent shared housing for those exiting homelessness and/or transitional housing.
- Funding Sacramento Self-Help Housing, which provides housing counseling to homeless persons or those at risk of homelessness.
- Funding the Elk Grove Homeless Assistance Resource Team (HART), which provides mentoring and other services to the homeless, including EG WINS, a winter sanctuary program for homeless offered in Elk Grove during the coldest winter months. EG WINS served more than 60 people in the 2016-17 season.

The City continues to work on increasing the supply of permanent affordable housing available to homeless and those exiting transitional housing.

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

Sacramento Steps Forward, the lead agency for the Sacramento County Continuum of Care, receives funding through SHRA. Elk Grove does not have sufficient population to receive Emergency Shelter Grant (ESG) funds directly. The City is eligible to receive funding through the California Department of Housing and Community Development (HCD) ESG allocation, and in 2016, HCD awarded SHRA more than \$200,000 to be spent on rapid re-housing, primarily in Citrus Heights, Elk Grove, and Rancho Cordova. The City and its nonprofit partners are actively working with Volunteers of America, the rapid re-housing provider, which has enrolled several households in the program.

The City's Housing and Public Services Manager currently serves on the Sacramento Steps Forward Advisory Board and Performance Review Committee, which sets performance and outcome standards for regional ESG funding received directly from HUD.

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

Table 2 – Agencies, Groups, and Organizations Who Participated

1	Agency/Group/Organization	Disability Advisory Committee
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment 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?	The Disability Advisory Committee identified priorities for sidewalks, curb ramps, and accessible parks and recreation areas.
2	Agency/Group/Organization	Homeless Solutions Committee
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff attended several meetings of the Homeless Solutions Committee. Committee members noted the high level of need of chronically homeless and homeless families. They noted that many homeless have mental health and/or substance abuse issues, and finding housing in Elk Grove is particularly difficult due to an exceptionally strong rental market. Future homeless needs include employment training, supportive services (such as mentoring), and most importantly permanent housing. Staff will continue to work with the Homeless Solutions Committee (whose meetings will be combined with HART meetings for improved coordination) in identifying projects for potential funding with CDBG.

3	Agency/Group/Organization	Elk Grove Adult Community Training
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	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?	Noted continued need for services for persons with disabilities and improvements to facilities serving severely disabled.
4	Agency/Group/Organization	Elk Grove Food Bank Services
	Agency/Group/Organization Type	Housing Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Noted high and increasing level of need for their services and for affordable housing, especially for seniors and the homeless.
5	Agency/Group/Organization	Sacramento Self Help Housing
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Regional organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Noted lack of housing options in Elk Grove for homeless and extremely low-income; also noted transit is a problem. High rental rates and significant competition for units leads to few very low-income clients being able to find housing locally.
6	Agency/Group/Organization	Development Services - City of Elk Grove
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment 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?	Met with Department representatives. Noted continued need for affordable housing, especially permanent housing, and accessibility improvements.
7	Agency/Group/Organization	Economic Development - City of Elk Grove
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Met with Department representatives. Noted other funding sources are a better fit for accomplishing objectives of job creation and business development.

Identify any agency types not consulted and provide rationale for not consulting.

The City consulted a variety of agencies serving Elk Grove residents and the region. No agency types were specifically left out of the consultation process.

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

Table 3 – Other Local / Regional / Federal Planning Efforts

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Sacramento Steps Forward	Both include the goal of addressing homelessness.
2013-2021 Housing Element	City of Elk Grove	Both include the goal of fostering affordable housing.

AP-12 Participation – 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.

The City offered several opportunities for participation and comment throughout the Action Plan process, as indicated below. In addition to these opportunities, several committees (including the Disability Advisory Committee and the Homeless Solutions Committee) provided feedback on priorities at their regularly scheduled and publicly noticed meetings.

The comments received through the citizen participation process were incorporated into the analysis on projects to fund in the 2017-18 year.

Citizen Participation Outreach

Table 4 – 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	Newspaper Ad	Non-targeted/broad community	The City published newspaper ads to publicize meetings on January 20, March 8, and April 26. Those meetings were attended by several people, but it is unclear which attendees found out about the meetings through the newspaper ads.	Summarized under public meetings.	Summarized under public meetings.	

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)
2	Internet Outreach	Non-targeted/broad community	The City published newspaper ads to publicize meetings on January 20, March 8, and April 26. Those meetings were attended by several people, but it is unclear which attendees found out about the meetings through the newspaper ads.	Summarized under public meetings.	Summarized under public meetings.	
3	Public Meeting	Non-targeted/broad community	About 15-20 people attended the February 9 meeting. Most represented a nonprofit organization.	There is still an underserved population in Elk Grove. Many organizations would like to expand services, but funding is limited and office/facility space costs are a concern.	All comments were accepted.	

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)
4	Public Hearing	Non-targeted/broad community	Around 80 people are estimated to have attended the March 22 City Council meeting, but some in attendance were most likely there for unrelated matters.	See summary of public comments in Executive Summary.	All comments were accepted. Some comments were on activities that are not eligible for or did not request CDBG funding.	
5	Public Hearing	Non-targeted/broad community	Around 100 people are estimated to have attended the May 10 City Council meeting, but some in attendance were most likely there for unrelated matters.	See summary of public comments in Executive Summary.	All comments were accepted.	

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The City anticipates continuing to receive CDBG funding throughout the Consolidated Plan period. In addition, the City expects to generate funding for affordable housing through impact fees on new residential and nonresidential development, as well as through grant applications to the California Department of Housing and Community Development.

Priority Table

Table 5 - Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 5				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	828,882	0	0	828,882	0	
General Fund	public - local	Public Improvements Public Services	370,000	0	0	370,000	0	The City allocates General Fund monies to support nonprofits. Many nonprofits serve low-income residents, but that is not a requirement of the funding source.
Housing Trust Fund	public - local	Acquisition Housing Public Services	9,955,000	0	0	9,955,000	0	The City collects an affordable housing impact fee on new residential and nonresidential development. Amount includes revenues generated in prior years.

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

The CDBG program does not have a matching requirement. However, in evaluating the proposals for CDBG funding each year, the City uses match funds as a factor in determining recommended allocations. The City does add local funds to further support many of the organizations receiving CDBG funding.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.

As of the writing of this Action Plan, there was not anticipated to be any publicly-owned land or property within the City that would be used to address identified needs. The City may use some CDBG funding to acquire such land over the course of the planning period.

Discussion

The City attempts to maximize the use of all of its available funding sources by encouraging projects that access private financing (grants, loans, and donations) or other federal or state funding resources, including tax credits. The City actively pursues available grants for housing and community development programs.

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

Goals Summary Information

Table 6 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Needs Addressed	Funding	Goal Outcome Indicator
1	Foster Affordable Housing	2013	2017	Affordable Housing	Build Healthy Communities	Housing Trust Fund: \$6,000,000	Rental units constructed: 97 Household Housing Unit Direct Financial Assistance to Homebuyers: 20 Households Assisted
2	Expand Homeless Housing and Services	2013	2017	Homeless	Build Healthy Communities	CDBG: \$229,485 Housing Trust Fund: \$800,000 General Fund: \$16,870 Other: \$50,000	Housing units acquired: 2 Housing Units Homelessness Prevention: 176 Persons Assisted
3	Provide Social Services	2013	2017	Non-Homeless Special Needs	Build Healthy Communities	CDBG: \$85,515 General Fund: \$352,112	Public service activities other than Low/Moderate Income Housing Benefit: 1,193 Persons Assisted
4	Improve Accessibility	2013	2017	Non-Housing Community Development	Build Healthy Communities	CDBG: \$308,882	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2,000 Persons Assisted
5	Construct or Upgrade Public Facilities	2013	2017	Non-Housing Community Development	Build Healthy Communities	CDBG: \$50,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 550 Persons Assisted

Goal Descriptions

Table 7 – Goal Descriptions

1	Goal Name	Foster Affordable Housing
	Goal Description	
2	Goal Name	Expand Homeless Housing and Services
	Goal Description	
3	Goal Name	Provide Social Services
	Goal Description	Beneficiaries include those estimated for CDBG public service activities only, except for Sacramento Self Help Housing’s homeless activities. The number of beneficiaries for non-CDBG-funded activities exceeds 5,000. The number of beneficiaries for CDBG-funded activities is 1,193.
4	Goal Name	Improve Accessibility
	Goal Description	Number of persons assisted is an estimate. Exact location of curb ramps is to be determined.
5	Goal Name	Construct or Upgrade Public Facilities
	Goal Description	

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b).

The City estimates that 97 new affordable rental housing units will be constructed in 2017-18. The City will likely make \$5 million in funding available to finance such units, but due to requirements to obtain multiple funding sources to construct projects, it is unlikely that construction on any new units would be completed during the 2017-18 fiscal year. Current construction estimates show these units will likely not be completed until late 2018.

The City currently has 1,588 affordable housing units that were supported by City funding sources.

AP-35 Projects – 91.220(d)

Introduction

The activities to be undertaken during 2017-18 are summarized below. All activities identified are expected to be completed no later than June 30, 2018.

Table 8 – Project Information

#	Project Name
1	Administration
2	Minor Home Repair Program
3	Permanent Shared Housing - VLI
4	Curb Ramp Accessibility Upgrades
5	Teen Center Roof Replacement
6	Big Brothers/Big Sisters of Greater Sacramento
7	Food Bank - Support Works
8	Meals on Wheels
9	SSHH - Housing Counseling
10	SSHH - Renters Helpline
11	SSHH - Transitional Housing Case Management
12	Fair Housing

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

In making project recommendations, consideration was given to a variety of thresholds that projects must meet to comply with CDBG objectives, including meeting one of the national objectives and addressing one of the community priorities set out in the Consolidated Plan. Staff also took into account activity need and justification, cost reasonableness and effectiveness, activity management and implementation, experience with similar activities, past performance, leveraged funds, and completeness of the application. Project recommendations are for those projects determined most likely to be successful and maintain compliance with CDBG regulations.

While there are several constraints to meeting the needs of low-income residents, the primary obstacle is that there is a lack of funding to fully address all needs. The economic challenges of recent years forced many nonprofits to cut services. In response to the level of need, the City has maintained its commitment to providing local funding to nonprofits; for 2017-18, the City's Community Service Grant program funding is expected to grow to about \$370,000 per year (an approximately 3% year-over-year increase). The City also supports nonprofits' efforts to raise private funds, in part through providing direct funding and in-kind services to special events, including fundraisers.

A second obstacle to meeting underserved needs is that the location of many available services is in the City of Sacramento. Elk Grove works closely with the regional transit agencies to improve access, and there are several daily public transportation linkages between Elk Grove and downtown Sacramento. The City has also encouraged nonprofit agencies to operate satellite offices within Elk Grove. In 2017-18, Sacramento Self Help Housing and the Sacramento County Department of Human Assistance will operate out of offices at the Elk Grove United Methodist Church one day per week.

Another obstacle is the number of nonprofits that need assistance with basic management and fiscal policies. Many new nonprofits have formed in Elk Grove and throughout the region, and they have small but passionate staffs and volunteers devoted to a variety of issues. Unfortunately, most new nonprofits do not have the capacity to meet the financial and reporting requirements of CDBG and other grant programs, and may need basic assistance securing tax-exempt status, setting up bookkeeping systems, and applying for grants. The City plans to offer a capacity-building workshop in 2017-18 to local nonprofits.

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

Project Name	Goals Supported	Needs Addressed	Funding
Administration	N/A	N/A	CDBG: \$90,000
Minor Home Repair Program	Foster Affordable Housing	Build Healthy Communities	CDBG: \$40,000
Permanent Shared Housing - VLI	Foster Affordable Housing	Build Healthy Communities	CDBG: \$200,000
Curb Ramp Accessibility Upgrades	Improve Accessibility	Build Healthy Communities	CDBG: \$300,000
Teen Center Roof Replacement	Construct or Upgrade Public Facilities	Build Healthy Communities	CDBG: \$50,000
Big Brothers/Big Sisters of Greater Sacramento	Provide Social Services	Build Healthy Communities	CDBG: \$15,753
Food Bank - Support Works	Provide Social Services	Build Healthy Communities	CDBG: \$32,000
Meals on Wheels	Provide Social Services	Build Healthy Communities	CDBG: \$26,770
SSHH - Housing Counseling	Expand Homeless Housing and Services	Build Healthy Communities	CDBG: \$10,500
SSHH - Renters Helpline	Provide Social Services	Build Healthy Communities	CDBG: \$18,992
SSHH - Transitional Housing Case Management	Expand Homeless Housing and Services	Build Healthy Communities	CDBG: \$18,985
Fair Housing	N/A	Build Healthy Communities	CDBG: \$17,000

AP-50 Geographic Distribution – 91.220(f)

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

Elk Grove used a need-based strategy, as opposed to a place-based strategy, to select projects. The majority of the activities the City plans to conduct will be offered to residents Citywide. Projects with specific locations, such as curb ramp improvements, will have locations chosen in coordination with the Disability Advisory Committee or other stakeholder groups.

Rationale for the priorities for allocating investments geographically

The City did not allocate investments geographically. In consultation with City staff, service providers, and community groups, no particular areas were identified as needing a high level of investment. Additionally, based on the most recent data available, the City does not have any areas where more than 51% of the residents are low-income, a common test for geographic targeting.

Discussion

No geographic priorities are proposed.

AP-55 Affordable Housing – 91.220(g)

Introduction

Although the Action Plan focuses on affordable housing, the City's only HUD funding source is CDBG, which limits the amount of funding that can be spent on affordable housing by prohibiting new construction of housing. (Other HUD programs, such as HOME, are specifically targeted to affordable housing.) The City's strategies related to CDBG-funded affordable housing efforts focus on maintaining affordability for homeowners or creating a limited number of new rental opportunities. Other funding sources are provided to support affordable housing as available.

Table 10 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households to be Supported	
Homeless	5
Non-Homeless	0
Special-Needs	0
Total	5

Table 11 - One Year Goals for Affordable Housing by Support Type

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	5
Total	5

Discussion

In 2017-18, the City will offer several programs to foster and maintain affordable housing:

- The City will acquire one or more single-family homes to provide permanent affordable housing to those exiting homelessness and/or transitional housing.
- The Minor Home Repair Program will offer forgivable loans to homeowners making health and safety repairs to their homes.
- The City's Affordable Housing Fund will offer first-time homebuyer assistance in the form of downpayment loans.
- The City will likely fund a new 97-unit affordable housing project, supported by a loan from the City's Affordable Housing Fund.
- The City will maintain its investment in affordable rental housing, in which it has loaned \$64 million and created 1,588 affordable housing units in roughly the last decade.

AP-60 Public Housing – 91.220(h)

Introduction

SHRA is the public housing agency serving the City of Elk Grove. SHRA is independent of the City of Elk Grove, and the City retains no control over their funding or implementation of programs.

Actions planned during the next year to address the needs to public housing

Please refer to the SHRA Public Housing Authority Annual Plan for information on the ways that SHRA plans to address public housing needs.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

SHRA encourages public housing residents to participate in policy, procedure, and program implementation and development through its Resident Advisory Board. In addition, the Housing Authority recognizes Resident Committees throughout the Sacramento region, which are resident-elected bodies representing residents in their respective complexes. SHRA also distributes a quarterly newsletter to all residents, which contains relevant news, information on training and employment opportunities, and other community resources available to public housing residents. Public housing residents also participate in the development of the SHRA's five-year and annual plans. The Resident Services Division distributes a survey to prioritize resident needs and schedule short- and long-term improvements.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

SHRA is not designated as "troubled."

Discussion

A wealth of information on SHRA and their programs, housing resources, budgets, and financial planning and reporting is available on their website at www.shra.org.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City's strategy related to the needs of the homeless, those at risk of homelessness, and other special needs populations is focused primarily on funding new housing and supportive services options in Elk Grove.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.

For several years, the City has provided housing counseling to homeless persons and those at risk of becoming homelessness through a partnership with Sacramento Self Help Housing. Sacramento Self Help Housing provides housing counseling, including access to a database of low-cost housing resources in the region. Sacramento Self Help Housing provides services from the Elk Grove United Methodist Church, and the Sacramento County Department of Human Assistance (which includes welfare programs) operates from the same location one day per week.

In 2017-18, Sacramento Self Help Housing will provide a full-time "homeless navigator," who will proactively seek to connect with the homeless and help them to obtain housing and services. The navigator will also administer the VI-SPDAT survey, allowing homeless persons to be placed in the coordinated entry system maintained by Sacramento Steps Forward.

Addressing the emergency shelter and transitional housing needs of homeless persons.

In the past five years, the City completed the acquisition and rehabilitation of two transitional housing facilities, including one focused on families. Currently, there are five single individuals and four families in the two houses.

Elk Grove HART operates a Winter Sanctuary that provides overnight shelter to homeless persons at various churches during the coldest months. The shelter continued operations in 2016-17 winter months, serving more than 60 people, and expects to offer shelter at least 14 weeks in 2017-18. The City will provide \$10,000 to HART in 2017-18 (local funding) in order to assist with their client tracking and management.

City staff has also participated in regional discussions related to creation of a "triage" shelter and the future of existing countywide transitional housing resources.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

The City's transitional housing helps clients move from homelessness to permanent housing over a period of three to twelve months. The facilities have generally been successful at helping residents to

obtain more secure housing. The City funds housing counseling through Sacramento Self Help Housing and case management for residents of the two transitional housing projects.

In 2016-17, the City an eight-bedroom home that will be used as permanent housing for persons who are homeless or exiting transitional housing. The City plans to purchase an additional home for use as permanent shared housing in 2017-18.

Also in 2016-17, the City began participating in the Rapid Rehousing Program offered in coordination with the State's Emergency Shelter Grant and SHRA. These funds are available as a temporary rental subsidy to homeless individuals and families and the program is expected to continue in the 2017-18 program year.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

In 2017-18, the City will fund two activities aimed at preventing homelessness:

- The Elk Grove Food Bank will offer case management, benefits navigation assistance, life skills training, and other opportunities to low-income households.
- Sacramento Self-Help Housing will provide housing counseling, with the goal of helping people who are currently homeless or in imminent danger of becoming homeless to secure new housing.

Discussion

In addition to services for homeless persons or those at risk of homelessness, the City's special needs populations include seniors, disabled persons, foster children, and victims of domestic violence, among others. The City will fund several programs and services assisting these special needs populations in 2017-18. These include the following:

- Senior services, including home-delivered meals and meals served at the Senior Center;
- Accessibility improvements, which will primarily benefit mobility-impaired individuals; and
- Social services, including the Food Bank programs.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The City identified several barriers to affordable housing in the process of drafting its 2013-2021 Housing Element update. Notable barriers to developing affordable housing include:

- Land availability, particularly the availability of land zoned at densities appropriate for multi-family housing.
- Environmental factors, such as floodplain and native oak trees.
- Cost of land. Land costs are rising, and a recent survey showed the price of land varied from \$53,000 per acre up to \$550,000 per acre. A financially feasible multi-family project generally requires several acres, and parcels with appropriate zoning may be more expensive.
- Construction costs. Recently estimated affordable housing projects have had per-unit costs of \$238,000 and \$273,000, although the majority of that amount is financed through private funding and federal or state tax credits.
- Availability of financing.
- Land use controls. Zoning designations affect the availability of land suitable for multi-family development.
- Residential development standards, which control the type, location, and density of residential development in Elk Grove. Parking requirements, building setbacks, height limits, and open space requirements are essential to ensuring that Elk Grove remains a safe and enjoyable place to live, but may constrain the density at which land is developed.
- Design guidelines, which control the appearance of new development. The requirements of design guidelines may slightly increase the cost of building new housing.
- Site improvement, development impact, and processing fees. These fees can add significant cost to developing new housing. Developers must often pay for new roadway, sewer, water, and park facilities, along with miscellaneous other fees. There are also costs associated with getting projects approved by the City and other agencies.
- Permit and approval process. In addition to the cost of fees on new projects, the amount of time required to process them varies by project, and the developer generally must pay holding costs, such as property taxes, during this time.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City is undertaking a number of actions to reduce potential barriers and constraints to affordable housing, as well as promote housing for special needs populations. These include funds in support of affordable housing development, fee reductions and waivers, regulatory incentives, density bonuses, and rezoning of sites to higher densities. These are described in more detail in the City's 2013-2021 Housing Element.

Discussion

More information is available in the City's 2013-2021 Housing Element.

AP-85 Other Actions – 91.220(k)

Actions planned to address obstacles to meeting underserved needs

While there are several constraints to meeting the needs of target-income residents, the primary obstacle is that there is a lack of funding to fully address all needs. Economic challenges in recent years forced many nonprofits to cut services. In response to the level of need, the City has maintained its commitment to providing local funding to nonprofits; in 2017-18, the City's Community Service Grant program funding will increase to about \$370,000. The City also supports nonprofits' efforts to raise private funds, in part through providing direct funding and in-kind services to special events, including fundraisers.

Another obstacle to meeting underserved needs is that the location of many available services is in the City of Sacramento. Elk Grove works closely with the regional transit agencies to improve access, and there are several daily public transportation linkages between Elk Grove and downtown Sacramento. The City has also encouraged nonprofit agencies to operate satellite offices within Elk Grove.

Another obstacle is the number of nonprofits that need assistance with basic management and fiscal policies. Many new nonprofits have formed in Elk Grove and throughout the region, and they have small but passionate staffs and volunteers devoted to a variety of issues. Unfortunately, most new nonprofits do not have the capacity to meet the financial and reporting requirements of CDBG and other grant programs, and may need basic assistance securing tax-exempt status, setting up bookkeeping systems, and applying for grants. City staff is willing to meet with potential applicants throughout the year to provide assistance with preparing for an application or to administer a grant in accordance with federal requirements. In addition, the City plans to offer a capacity-building training for nonprofits in 2017-18.

Actions planned to foster and maintain affordable housing

In 2017-18, the City will offer several programs to foster and maintain affordable housing:

- The City will acquire one or more single-family homes to provide permanent affordable housing for the homeless or those exiting transitional housing.
- The Minor Home Repair Program will offer forgivable loans to homeowners making health and safety repairs to their homes.
- The City's Affordable Housing Fund will offer first-time homebuyer assistance in the form of down payment loans.
- The City will likely fund a new 97-unit affordable housing project, supported by a loan from the City's Affordable Housing Fund.
- The City will maintain its investment in affordable rental housing, in which it has loaned \$64 million and created 1,588 affordable housing units in roughly the last decade.

Actions planned to reduce lead-based paint hazards

While most housing units were built after 1978 in Elk Grove, the City will work together with the Sacramento County Health and Human Services Department to monitor incidences of elevated blood levels.

The City will also provide lead-abatement assistance for residential units through its minor home repair program. The program will comply with the Residential Lead Based Paint Hazard Reduction Act of 1992

(Title X) and subsequent changes in September 1999. The procedures regarding lead-based paint in both rehabilitation programs will include notification, identification, and treatment (if necessary).

Actions planned to reduce the number of poverty-level families

The City's anti-poverty strategy is based on providing a range of employment opportunities and supportive services aimed at enabling those in poverty to move into the workforce or obtain benefits to which they are entitled (e.g., Social Security, disability). During the 2017-18 program year, these activities will include the Support Works and housing counseling. The Support Works program offered by the Elk Grove Food Bank will provide case management, employment training, life skills coaching, and some educational opportunities. A component of the housing counseling services provided by Sacramento Self-Help Housing is benefits counseling and social service referrals. The City will also continue to support activities that preserve and expand the supply of housing that is affordable to low-income households.

Actions planned to develop institutional structure

The City's Development Services Department is responsible for the management, implementation, and monitoring of the Consolidated Plan documents, including the Action Plan. The Housing and Public Services Division within the department is specifically charged with these tasks.

The City also has a designated staff position (Housing and Public Services Manager) to administer the programs and activities funded with CDBG funds. Staff works with the individual City divisions, such as Public Works, Economic Development, and Code Enforcement, and the City's advisory committees to develop procedures and coordination for administering programs that will be carried out by these divisions.

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

The City will continue its work with neighboring jurisdictions, such as the County and the City of Sacramento and the Sacramento Housing and Redevelopment Agency, to address the regional issues that affect the needs of low-income persons as well as special needs populations. The City will also continue to work with many of the local nonprofits that provide a range of services to low-income Elk Grove residents. In addition, the City plans to work with Rancho Cordova and Citrus Heights, the two other small entitlement jurisdictions in Sacramento County, to research issues of interest to all jurisdictions and to coordinate on shared subrecipient monitoring.

In 2017-18, the City will continue to work with SHRA, Citrus Heights, Rancho Cordova, and seven other regional jurisdictions to complete an Assessment of Fair Housing that covers major metro areas in Sacramento, Placer, and Yolo Counties. The City also continues to work with some of those entities, plus Sacramento County, on a long-term solution to providing quality fair housing information and investigation services.

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

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
Total Program Income:	0

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.	100.00%

Discussion

The City calculates its low-income benefit on a one-year timeframe.

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.

Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

Laura A. Gile
Signature of Authorized Official

8/4/17
Date

City Manager
Title

Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan 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 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2017 [a period specified by the grantee 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.

In addition, 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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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

Laura A. Gell

Signature of Authorized Official

8/4/17

Date

City Manager

Title

OPTIONAL Community Development Block Grant Certification

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 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 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.

Laure A. Gell
Signature of Authorized Official

8/4/17
Date

City Manager
Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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.

Subsidy layering -- 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;

Not applicable
Signature of Authorized Official

Date

Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish 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, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Not applicable
Signature of Authorized Official

_____ Date

_____ Title

Housing Opportunities for Persons With AIDS 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 consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Not applicable

Signature of Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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.

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB
0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: City of Elk Grove 8401 Laguna Palms Way Elk Grove, CA 95758 Congressional District, if known: CA 7	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency: US Department of Housing and Urban Development	7. Federal Program Name/Description: Community Development Block Grant CFDA Number, if applicable: 14.218	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ 828,882	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> Van Scoyoc Associates Inc. 101 Constitution Avenue NW, Ste 600 West Washington, DC 20001	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> Evich, Peter J	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Laura S. Gill</u> Print Name: <u>Laura S. Gill</u> Title: <u>City Manager</u> Telephone No.: <u>916-683-7111</u> Date: _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approved No. 3076-0006

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED August 3, 2017	3. DATE RECEIVED BY STATE	Applicant Identifier
<input type="checkbox"/> Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		4. DATE RECEIVED BY FEDERAL AGENCY		State Application Identifier
5. APPLICANT INFORMATION				
Legal Name: City of Elk Grove		Organizational Unit: Department: Development Services		
Organizational DUNS: 130410389		Division: Planning		
Address: Street: 8401 Laguna Palms Way		Name and telephone number of person to be contacted on matters involving this application (give area code)		
City: Elk Grove		Prefix: Ms.	First Name: Sarah	Middle Name
County: Sacramento		Last Name Bontrager		
State: CA	Zip Code 95758	Suffix:		
Country: USA		Email: sbontrager@elkgrovecity.org		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 9 4 - 3 3 6 6 8 5 4		Phone Number (give area code) 916-627-3209	Fax Number (give area code) 916-627-4800	
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) C. Municipal Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): Community Development Block Grant 1 4 - 2 1 8		9. NAME OF FEDERAL AGENCY: US Department of Housing and Urban Development		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Elk Grove		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Housing and community development projects/programs, including facility improvements, accessibility improvements, public services, and administration.		
13. PROPOSED PROJECT Start Date: July 1, 2017		14. CONGRESSIONAL DISTRICTS OF: a. Applicant 7		
Ending Date: June 30, 2018		b. Project 7		
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ 828,882 ⁰⁰	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON		
b. Applicant	\$ ⁰⁰	DATE:		
c. State	\$ ⁰⁰	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372		
d. Local	\$ ⁰⁰	<input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$ ⁰⁰	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
f. Program Income	\$ ⁰⁰	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
g. TOTAL	\$ 828,882 ⁰⁰			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.				
a. Authorized Representative				
Prefix Ms.	First Name Laura	Middle Name S.		Suffix
Last Name Gill		c. Telephone Number (give area code) 916-683-7111		
b. Title City Manager	Signature of Authorized Representative <i>Laura A. Gill</i>		e. Date Signed 8/4/17	

I, **JASON LINDGREN**, City Clerk of the City of Elk Grove, do hereby certify as follows:

I am the duly appointed, qualified City Clerk of the City of Elk Grove, a California municipal corporation; as such City Clerk, I am the custodian of the official records of the City Council of said City. The attached resolution, is a full, true, and correct copy of **Resolution No. 2017-101**, on file in the Office of the City Clerk.

IN WITNESS WHEREOF, I have hereto affixed my hand and the seal of the City of Elk Grove on May 11, 2017.


JASON LINDGREN, CITY CLERK
CITY OF ELK GROVE



RESOLUTION NO. 2017-101

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE
ADOPTING THE 2017-18 ACTION PLAN AND AUTHORIZING THE CITY MANAGER
TO EXECUTE AND FILE ALL DOCUMENTS REQUIRED TO RECEIVE U.S.
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) FUNDING (CEQA EXEMPT)**

WHEREAS, the Community Development Block Grant Program, authorized pursuant to Title 1 of the Housing and Community Development Act of 1974, as amended (Act), requires that jurisdictions provide for the issuance of grants in order to attain the objective of providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low- and moderate-income; and

WHEREAS, there has been presented to, and reviewed by this City Council, the 2017-18 Action Plan (Action Plan), which describes the specific programs to be funded for the 2017-18 program year; and

WHEREAS, the City Council held a public hearing on March 22, 2017, to provide an opportunity for the public to comment on Elk Grove's need in relation to low-income and special needs populations and on proposed activities for funding in Fiscal Year 2017-18; and

WHEREAS, the City of Elk Grove has held, with proper notification and after a mandatory 30-day public comment period, a public hearing on May 10, 2017, to receive comments and proposals from the public regarding the Action Plan and use of CDBG funds; and

WHEREAS, there has been presented to, and reviewed by this City Council, certifications to the U.S. Department of Housing and Urban Development (HUD), including those regarding affirmatively furthering fair housing, anti-displacement and relocation plan, drug free workplace, anti-lobbying, authority of jurisdiction, consistency with strategic plan, citizen participation, community development plan, following Consolidated Plan, use of funds, prohibition of excessive force, compliance with anti-discrimination laws, and lead-based paint (Certifications); and

WHEREAS, there has been presented to, and reviewed by this City Council, an application on Standard Form 424 (Application) to HUD for a Community Development Block Grant in the amount of \$820,000, for the period of July 1, 2017 through June 30, 2018;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Elk Grove hereby finds the 2017-18 Action Plan exempt from CEQA pursuant to the following finding:

Finding: The 2017-18 Action Plan is exempt from the California Environmental Quality Act (CEQA).

Evidence: The adoption of the Action Plan is a project under CEQA; however, it qualifies for several exemptions as follows:

- 1) The Capital Projects are exempt under CEQA Guidelines Section 15378 specifically exempts “the creation of government funding mechanisms or other fiscal activities which do not involve any commitment to any specific project.” The adoption of the Action Plan allocates funding for these projects but does not fully commit these funds. Commitment of the funds does not occur until award of a construction contract. Therefore, no further review is required at this time.
- 2) The Public Service Programs funded under the Action Plan are exempt from CEQA under CEQA Guidelines Section 15061(b)(3), which exempts activities under the general rule that CEQA only applies to projects that have the potential for causing a significant effect on the environment. The proposed programs provide services to the public within existing facilities. No new development or construction which would alter the built form of the community is proposed. Therefore, the Action Plan qualifies for this exemption and no further review is required for these programs.
- 3) The Teen Center facility improvements, Minor Home Repair Program, and acquisition of housing qualify for an exemption under CEQA Guidelines Section 15301, which applies to maintenance, operation, or minor alteration of existing public or private structures. The proposed improvements under each program involve minor alteration of the building interior and/or exterior, including completion of deferred maintenance. No new building square footage is anticipated to be created. Therefore, the projects qualify for this exemption and no further review is required.

AND, BE IT FURTHER RESOLVED that the City Council of the City of Elk Grove hereby:

- 1) Approves the adoption of the City of Elk Grove 2017-18 Action Plan certifying that that the City of Elk Grove has and will continue to conduct its activities in accordance with applicable statutes and regulations governing the CDBG Program; and
- 2) Authorizes the City Manager to execute and file the Consolidated Plan and Action Plan, along with the required Certifications and the SF-424, that are required to receive CDBG funding for and on behalf of the City of Elk Grove, and to make minor changes to those documents where necessary.

PASSED AND ADOPTED by the City Council of the City of Elk Grove this 10th day of May 2017.




STEVE LY, MAYOR of the
CITY OF ELK GROVE

ATTEST:



JASON LINDGREN, CITY CLERK

APPROVED AS TO FORM:



JONATHAN P. HOBBS,
CITY ATTORNEY

CERTIFICATION
ELK GROVE CITY COUNCIL RESOLUTION NO. 2017-101

STATE OF CALIFORNIA)
COUNTY OF SACRAMENTO) ss
CITY OF ELK GROVE)

I, Jason Lindgren, City Clerk of the City of Elk Grove, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Elk Grove at a regular meeting of said Council held on May 10, 2017 by the following vote:

AYES: COUNCILMEMBERS: *Ly, Detrick, Hume, Nguyen, Suen*

NOES: COUNCILMEMBERS: *None*

ABSTAIN: COUNCILMEMBERS: *None*

ABSENT: COUNCILMEMBERS: *None*



Jason Lindgren, City Clerk
City of Elk Grove, California

In the Superior Court of the State of California

IN AND FOR THE

COUNTY OF Sacramento

Certificate of Publication of PUBLIC NOTICE

State of California ss.

County of SACRAMENTO

I, DAVID R. HERBURGER, certify on penalty of perjury:

That affiant is and at all times hereinafter mentioned was a citizen of the United States, over the age of eighteen years and was at and during all said times the printer and publisher of THE ELK GROVE CITIZEN, a newspaper published in Elk Grove, County of Sacramento, State of California; that said newspaper is and was at all times herein mentioned, a newspaper of general circulation as that term is defined by Sections 6000 and 6001 of the Government Code of the State of California, and as provided by said sections is and was at all times herein mentioned published for the dissemination of local and telegraphic news and intelligence of a general character, having a bona fide subscription list of paying subscribers, and is not and was not during all said times devoted to the interests or published for the entertainment or instruction of a particular class, profession, trade, calling, race or denomination, or for the entertainment and instruction of any number of such classes, professions, trades, callings, races or denominations; that at all said times said newspaper has been established, printed and published in said Sacramento County and State, at regular intervals for more than one year preceding the first publication of the NOTICE herein mentioned; that said NOTICE was set in type not smaller than nonpareil and was preceded with words printed in black face type not smaller than nonpareil describing and expressing in general terms the purport and character of the notice intended to be given; that the NOTICE in the above entitled matter, of which the annexed is a true printed copy, was published in said newspaper on the following dates, to wit:

JANUARY 20, 2017

[Blank lines for additional dates]

that the date of the first publication of said

PUBLIC NOTICE

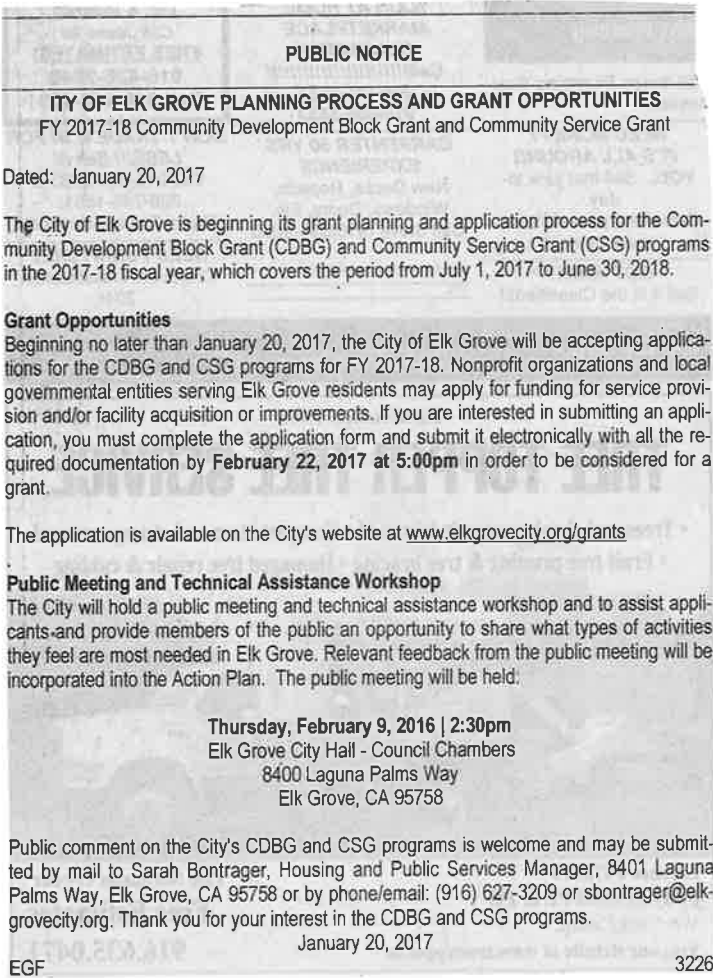
in said newspaper is JANUARY 20, 2017

[Signature]

DAVID R. HERBURGER

THE ELK GROVE CITIZEN

Dated: JANUARY 20, 2017



In the Superior Court of the State of California

IN AND FOR THE

COUNTY OF

Sacramento

Certificate of Publication of NOTICE OF PUBLIC HEARING

State of California

SS.

County of SACRAMENTO

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MARCH 8, 2017

that the date of the first publication of said

NOTICE OF PUBLIC HEARING

in said newspaper is MARCH 8, 2017



DAVID R. HERBURGER

THE ELK GROVE CITIZEN

Dated: MARCH 8, 2017

PUBLIC NOTICE

CITY OF ELK GROVE - CITY COUNCIL NOTICE OF PUBLIC HEARING

Dated: March 8, 2017

NOTICE is hereby given that on **March 22, 2017, at 6:00 p.m.**, or as soon thereafter as the matter may be heard, the City Council of the City of Elk Grove will hold a Public Hearing at the **Elk Grove City Hall, located at 8400 Laguna Palms Way, Elk Grove**, to consider the following actions:

2017-18 COMMUNITY DEVELOPMENT BLOCK GRANT AND COMMUNITY SERVICE GRANT ACTIVITIES

The purpose of this public hearing is to consider priorities and activities for the Community Development Block Grant (CDBG) and Community Service Grant (CSG) programs. The 2017-18 Action Plan, which will be available as stated below, will describe the CDBG programs and activities the City expects to undertake in the 2017-18 fiscal year. The City anticipates receiving approximately \$800,000 in new CDBG funding. The City plans to use these funds for housing programs, public improvements, public services, and planning and administration.

The release of this notice is one of the City's activities to fulfill citizen participation requirements. Federal regulations require localities to provide the public with reasonable access to the documents.

The draft Action Plan will be available for public review on April 10 at the Elk Grove City Hall, 8401 Laguna Palms Way; the Elk Grove Public Library, 8900 Elk Grove Boulevard; and the Elk Grove Senior Center, 8830 Sharkey Avenue. It will also be available for public review on April 10 on the City's website at <http://www.elkgrovecity.org/cms/One.aspx?portalId=109669&pageId=125243>. Copies of the Action Plan will be made available upon request and are free of charge.

The public review and comment period will begin April 10 and will end May 10, 2017. The City of Elk Grove City Council will consider adoption of the Action Plan and provide an additional opportunity for public comment at their May 10, 2017 meeting.

The City of Elk Grove encourages interested parties to attend public meetings and comment on the issues being discussed. If you wish to provide testimony and are unable to attend the meeting, written comments that are delivered to the City Clerk's office prior to the time of the hearing will be made a part of the public record.

Public comment on all aspects of the City's CDBG and CSG programs is welcome and may be submitted by mail to Sarah Bontrager, Housing and Public Services Manager, 8401 Laguna Palms Way, Elk Grove, CA 95758 or by phone/email: (916) 627-3209 or sbontrager@elkgrovecity.org.

NOTICE REGARDING CHALLENGES TO DECISIONS

Pursuant to all applicable laws and regulations, if you wish to challenge in court any of the above decisions (including planning, zoning and/or environmental decisions), you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice/agenda, or in written correspondence delivered to the city at, or prior to, this public hearing.

ADA COMPLIANCE STATEMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (916) 478-3635. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

March 8, 2017

In the Superior Court of the State of California

IN AND FOR THE

COUNTY OF

Sacramento

Certificate of Publication of NOTICE OF PUBLIC HEARING

State of California

SS.

County of SACRAMENTO

I, DAVID R. HERBURGER, certify on penalty of perjury:

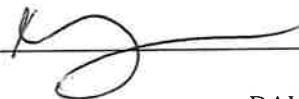
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APRIL 26, 2017

that the date of the first publication of said

NOTICE OF PUBLIC HEARING

in said newspaper is APRIL 26, 2017



DAVID R. HERBURGER

THE ELK GROVE CITIZEN

Dated: APRIL 26, 2017

PUBLIC NOTICE

**CITY OF ELK GROVE - CITY COUNCIL
NOTICE OF PUBLIC HEARING**

Dated: April 26, 2017

NOTICE is hereby given that on **May 10, 2017, at 6:00 p.m.**, or as soon thereafter as the matter may be heard, the City Council of the City of Elk Grove will hold a Public Hearing at the **Elk Grove City Hall, located at 8400 Laguna Palms Way, Elk Grove**, to consider the following actions:

ADOPTION OF THE 2017-18 COMMUNITY DEVELOPMENT BLOCK GRANT ACTION PLAN

The purpose of this public hearing is to consider adoption of the Community Development Block Grant (CDBG) 2017-18 Action Plan. The Action Plan describes the CDBG programs and activities the City expects to undertake in the 2017-18 fiscal year. The City anticipates receiving approximately \$820,000 in new CDBG funding. The City plans to use these funds for housing programs, public improvements, public services, and planning and administration.

The release of this notice is one of the City's activities to fulfill citizen participation requirements. Federal regulations require localities to provide the public with reasonable access to the documents.

The draft Action Plan is available for public review at the Elk Grove City Hall, 8401 Laguna Palms Way; the Elk Grove Public Library, 8900 Elk Grove Boulevard; and the Senior Center of Elk Grove, 8830 Sharkey Avenue. It is also available for public review on the City's website at <http://www.elkgrovecity.org/cms/One.aspx?portalId=109669&pageId=125243>. Copies of the Action Plan will be made available upon request and are free of charge.

The public review and comment period began April 10 and will end May 10, 2017. The City of Elk Grove City Council will consider adoption of the Action Plan and provide an additional opportunity for public comment at their May 10, 2017 meeting.

The City of Elk Grove encourages interested parties to attend public meetings and comment on the issues being discussed. If you wish to provide testimony and are unable to attend the meeting, written comments that are delivered to the City Clerk's office prior to the time of the hearing will be made a part of the public record.

Public comment on all aspects of the City's CDBG programs is welcome and may be submitted by mail to Sarah Bontrager, Housing and Public Services Manager, 8401 Laguna Palms Way, Elk Grove, CA 95758 or by phone/email: (916) 627-3209 or sbontrager@elkgrovecity.org.

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April 26, 2017