

**Consolidated Annual Performance and Evaluation Reporting**

**January 1, 2007 through December 31, 2007**

**COUNTY OF SACRAMENTO**

**Prepared by:**

**Sacramento Housing and Redevelopment Agency  
630 I Street  
Sacramento, CA 95814**

**La Shelle Dozier  
Interim Executive Director**

**Contact Persons:**

**Geoffrey Ross  
Sheri Grassinger  
Leslie Palmer  
(916) 440-1322**

## Table of Contents

<b>EXECUTIVE SUMMARY .....</b>	<b>4</b>
General Questions .....	6
Managing the Process .....	11
Citizen Participation.....	12
Institutional Structure.....	12
Monitoring .....	14
Lead-based Paint.....	19
<b>HOUSING NEEDS .....</b>	<b>22</b>
Specific Housing Objectives.....	24
Public Housing Strategy .....	26
Barriers to Affordable Housing .....	26
HOME/ American Dream Down Payment Initiative (ADDI) .....	27
<b>HOMELESS NEEDS.....</b>	<b>30</b>
Specific Homeless Prevention Elements .....	31
Emergency Shelter Grants (ESG) .....	31
<b>COMMUNITY DEVELOPMENT .....</b>	<b>33</b>
Antipoverty Strategy .....	37
<b>NON-HOMELESS SPECIAL NEEDS .....</b>	<b>40</b>
Specific HOPWA Objectives.....	40
<b>OTHER NARRATIVE.....</b>	<b>42</b>

**ATTACHMENTS**

- A. Resources Expended or Committed and Activities Completed or Committed for Affordable Housing
- B. HOME Match Report
- C. Map of Investments
- D. Performance Measurements System Table
- E. AmeriNational Report
- F. Race and Ethnic Demographics Table

**Attached Integrated Data Information System (IDIS) Reports**

- 1. Summary of Activities – (C04PR03)
- 2. Financial Summary (C04PR26)
- 3. Summary of Accomplishments Report (C04PR23)
- 4. Grantee Summary Activity Report (C04PR08)



# Fifth Program Year CAPER

The Consolidated Plan Management Process (CPMP) Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, ADDI and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

## GENERAL

### Executive Summary

#### Program Year 5 CAPER Executive Summary response:

Annually, the Sacramento Housing and Redevelopment Agency (SHRA) identifies and seeks approval from the Sacramento County Board of Supervisors on specific activities that will be initiated to address the goals and objectives of the 2003-2007 Consolidated Plan (Consolidated Plan) in the One-Year Action Plan. The activities funded in the One-Year Action Plan provide an increased supply of affordable housing units through construction and rehabilitation, preservation of historic properties, opportunities for low- and moderate-income people to become homeowners, job training and education, assistance to homeless persons, community development activities directed toward revitalizing neighborhoods and economic development. All activities undertaken in the One-Year Action Plan meet the goals and objectives of the Consolidated Plan.

The Consolidated Annual Performance and Evaluation Report (CAPER) is prepared by SHRA on behalf of the County of Sacramento (County). This annual report provides the U.S. Department of Housing and Urban Development (HUD) with an overview of accomplishments being made towards achieving the Consolidated Plan goals and objectives utilizing Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), American Dream Downpayment Initiative (ADDI) and Emergency Shelter Grant (ESG) funds.

**This CAPER is special.** It captures the accomplishments of the final year of the 2003-2007 Consolidated Plan. As such, the primary emphasis is on results that occurred this past year; however, it also provides an overview of the scope and depth of the accomplishments through the entire five year (HUD funding) period within the County of Sacramento.

In the five year period, 2003-2007, the County received approximately:

- CDBG \$35,600,000
- HOME \$19,900,000
- ADDI \$ 800,000
- ESG \$ 1,380,000
- **Total** **\$57,680,000**

The County of Sacramento and the Sacramento Housing and Redevelopment Agency and their public and private partners were able to provide considerable housing and community development investments, public services and services to help the homeless with the funds. Listed below are some highlights:

**Housing Accomplishments 2003-2007**

During the five year period the County and its partners:

- Assisted 695 first-time homebuyers
- rehabilitated 1,286 housing units
- Conducted 7,571 code enforcement cases
- Completed 4 affordable developments with 971 units completed

**Community Development Accomplishments 2003- 2007**

- CDBG invested over \$4,300,000 in infrastructure projects
- CDBG invested over \$4,500,000 in 130 Facilities

**Community Services Accomplishments**

- Public services – 233,578 people were assisted with such basics as nutritious meals and training to find employment
- Homeless services
  - 7,903 adults were assisted through the DHA detox facility
  - 4,787 individuals were housed by emergency shelters

Another significant accomplishment is the adoption and start up implementation of the Ten-Year Plan to End Chronic Homelessness. This massive undertaking seeks to analyze root causes of chronic homelessness in the County of Sacramento and find solutions to help people in this situation.

This CAPER focuses on Year Five, 2007, of the County of Sacramento Five Year Consolidated Plan 2003-2007, but where possible, references are made to the overall accomplishments during the five year period.

Further, this report format aggregates the questions at the beginning of each section followed by narrative discussion of the answers to relevant questions. This is the new HUD format going forward in the CPMPS and differs from past years of the 2003-2007 Consolidated Plan periods. However, as in past years, this 2007 CAPER places program details and results in the attached tables.

## General Questions

1. *Assessment of the one-year goals and objectives:*
  - a. *Describe the accomplishments in attaining the goals and objectives for the reporting period.*
  - b. *Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.*
  - c. *If applicable, explain why progress was not made towards meeting the goals and objectives.*
2. *Describe the manner in which the recipient would change its program as a result of its experiences.*
3. *Affirmatively Furthering Fair Housing:*
  - a. *Provide a summary of impediments to fair housing choice.*
  - b. *Identify actions taken to overcome effects of impediments identified.*
4. *Describe other actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.*
5. *Leveraging resources*
  - a. *Identify progress in obtaining "other" public and private resources to address needs.*
  - b. *How Federal resources from HUD leveraged other public and private resources.*
  - c. *How matching requirements were satisfied.*

### **Program Year 5 CAPER General Questions response:**

**This report used the same format as the past four years to maintain consistency.** SHRA is in the final transition year, 2007, shifting from the previous HUD CAPER format to the new Consolidated Plan Management Process (CPMP) Tool. In doing so, the narrative mainly follows the CPMP format while the tables and charts use the previous format.

**As such, for the overall and numeric accomplishments of the reporting period, please refer to:**

**Attachment D - Performance Measurement System table found at the end of this report.**

**Similarly, please refer to the attached Integrated Data Information System (IDIS) reports:**

**Summary of Activities – (C04PR03)**

**Financial Summary (C04PR26)**

**Summary of Accomplishments Report (C04PR23)**

**Grantee Summary Activity Report (C04PR08)**

**The County made progress on all CPD goals and objectives.**

**Affirmatively Furthering Fair Housing (AFFH)** is carried out by SHRA currently contracting with the Human Rights Fair Housing (HR/FH) Commission in the County of Sacramento and the cities of Sacramento, Folsom, Isleton and Galt to affirmatively further fair housing choices for protected classes under the Fair Housing Act. In carrying out its contracted activities, the Commission provided services to all classes

of persons protected under the Fair Housing Act without regard to income. In 2007, the Commission provided services that affirmatively furthered fair housing choices in the following areas: investigation of fair housing discrimination complaints, fair housing testing, fair housing education and outreach, and fair housing audits. The Commission investigated complaints of housing discrimination for protected classes that came to its attention through its daily business operations or from referrals from other agencies. All complaints were thoroughly documented and summaries of each complaint were forwarded to SHRA. Below are the 2007 accomplishments for all jurisdictions included in the HR/FH contract:

- Responded to 204 housing discrimination phone calls
- Responded to 147 housing discrimination walk-ins
- Resolved 19 housing discrimination cases
- Tested 80 discrimination cases
- Provided tester training to 40 persons
- Completed 100 audit tests
- Mailed out over 1,400 Fair Housing brochures in multiple languages
- Distributed over 1,700 Fair Housing Handbooks
- Presented seven fair housing/education workshops to the housing industry
- Presented eight fair housing/education workshops to social service agencies
- Wrote and submitted four articles on fair housing to the Sacramento Bee

SHRA also contracts with the Sacramento Housing Alliance (SHA) to carry out education programs to increase the public's awareness of the need for affordable and fair housing. The purpose of the program is to provide general information regarding the need for affordable housing, to dispel negative stereotypes, and to increase community acceptance of such housing.

In 2007, SHA conducted four events in an Affordable Housing Forum Series. The forums focused on various issues including senior, family and special needs housing. The final forum discussed the need for affordable housing in the Midtown and Downtown Sacramento areas.

The Analysis of Impediments (AI) for Fair Housing Choice (completed in 2004) reported that the fair housing environment is positive in the Sacramento region. The region fosters diversity and racial tolerance and public and private agencies are proactive in mitigating any existing fair housing challenges. However, although segregated housing patterns still exist, particularly in older neighborhoods, new housing developments and neighborhoods are diverse and reflective of the racial and ethnic composition of the Sacramento region.

Despite the favorable fair housing environment in Sacramento, there are still identified impediments which include:

- The need for more affordable housing, particularly in the smaller communities. Lack of affordable housing disproportionately impacts minority and single parent households. SHRA refers individuals to the Human Rights and Fair Housing Commission where discrimination claims are investigated. Further, CDBG funded housing programs are available throughout the City and County. Stringent non discrimination guidelines are followed which help all individuals find and maintain housing Affirmatively Furthering Fair Housing (AFFH).

- Deficiencies in fair housing services, including enforcement, education and outreach were identified. SHRA, Human Rights Fair Housing Commission, and Sacramento Housing Alliance staff continued to work throughout 2007 to alleviate these impediments making further improvements.

Over the five year period, actions taken by local jurisdictions actions to help overcome impediments to affordable housing include:

- Streamlined permitting for affordable housing developments.
- Ongoing implementation of inclusionary housing ordinances. In 2007 in the third year of implementing the County Affordable Housing Program, SHRA staff reviewed 55 new affordable housing plans . Of these, a total of 1,186 will be affordable units when constructed in future years.
- Implementing infill ordinances for workforce housing coupled with housing trust funds.
- Quality of life streetscape improvements and commercial rehabilitation on older commercial corridors which helps to preserve affordable housing in adjacent neighborhoods.
- Use of State of California Proposition 46 and 63 Bond Funds to help fund the construction, rehabilitation and preservation of affordable rental housing, emergency shelters and homeless facilities as well as funds that can be used to provide down payment assistance to low and moderate income home buyers. Seniors, families with children, teachers, disabled persons, veterans and working people benefit from the bond funds.
- Down payment assistance for first-time homebuyers.
- Financing of quality non profits who build affordable housing including Community Housing Opportunities Corporation (CHOC), Mercy Housing and Sacramento Mutual Housing.
- Forums and a bus tour with Sacramento Housing Alliance of affordable housing projects to educate different segments of the community on the quality and service provided by modern up to date affordable housing developments.
- Incentives for transit-oriented development which improves the housing supply for low-and moderate-income residents combining the benefits of housing and public transit.

**Regarding other strategic actions**, the SHRA Housing Policy and Development Department continues efforts to implement new strategies and strengthen participation of its partners to expand support for affordable housing programs in the City and County. These programs will include housing and related support services for people transitioning out of homelessness, including implementation of the Ten-Year Plan to End Chronic Homelessness, as well as services provided for seniors and youth. The programs and strategies include:

- **Housing Element** - The County of Sacramento, General Planning Department and SHRA will continue to evaluate affordable housing plans for all developments of five or more units; collect fees where applicable, enter into agreements when developers are proposing construction or land dedication; select affordable developers for dedicated sites, and begin the development process for affordable housing on these sites.
- **Inclusionary** - The County's General Plan, Affordable Housing Ordinance requires 15% of units constructed in new growth areas to be affordable to low and very low-income buyers or renters. SHRA reviews and approves Affordable Housing Plans and Agreements required under the ordinance. SHRA also provides lower-interest rate gap financing to multi-family housing projects which are developed to meet the ordinance's requirements. SHRA uses HOME program funds to provide gap financing, as well as its capacity as an issuer of mortgage revenue bonds. SHRA and the County continue efforts to reduce local government and development costs in a variety of ways, i.e. payment of fees and land dedication costs.
- **Homeless** - The City and County of Sacramento are jointly undertaking implementation of the Ten-Year Plan to End Chronic Homelessness. Sacramento's Ten Year Plan to End Chronic Homelessness reflects the best practice models from New York, Philadelphia, San Francisco, Portland, and other cities that have successfully implemented Housing First strategies for reducing chronic homelessness. The Plan envisions a system in which public and private agencies work together as a consortium to procure and manage housing, provide central intake services, and deliver support services to clients through a coordinated case management system. Since adoption, ten standing committees have been formed and meet covering a range of implementation issues such as permanent supportive housing, criminal justice and veterans. Three contracts have been executed with community providers to house and serve individuals. A new Central Intake Office opened in June 2007 and has begun screening services. Further, three rental housing projects have been financed and will provide 139 units of permanent supportive housing. Please refer to <http://www.communitycouncil.org/homelessplan/>.

**Leverage** is important to extend public funds. Listed below are sources of federal and non-federal funds received in 2007 for community development activities (there is some overlap between the amounts listed below and Attachment A– Resources Expended or Committed and Activities Completed or Committed for Affordable Housing).

#### Tax Increment

One of the major funding sources for the County of Sacramento is tax increment. Tax increment is the ability to capture a defined portion of the property tax revenues on real and personal property from all eligible taxing jurisdictions in a designated slum and blight area. In 2007, a total of **\$2,833,059** in tax increment funds provided much needed assistance in redevelopment areas within the County of Sacramento.

Program Income

Program income is mainly revenue from the repayment of CDBG/HOME rehabilitation and commercial loans.

Commercial Revolving Loan Fund (RLF) Interest Income	\$13,033
Commercial RLF Loan Repayments	\$16,762
Single-family Rehabilitation RLF Interest Income	\$27,039
Single-family Rehabilitation RLF Principal Payments	\$210,370
Single-family Rehabilitation RLF Services Fees	\$2,438
Folsom Single-family Rehabilitation PI	\$231,319
Multi-family Rehabilitation RLF Loan interest income	\$4,874
Multi-family Rehabilitation RLF principal payments	\$220,221
First-Time Homebuyers RLF Loan Interest Income	\$3,937
First-Time Homebuyers RLF principal repayments	\$54,665
Section 108 loan interest PI	\$57,474
Section 108 principal repayments PI	\$35,135
<b>Total</b>	<b>\$877,267</b>

**Sources of 2007 HOME Program Income and Revolving Loans Funds Revenue:**

Miscellaneous Income	\$642
Rehabilitation RLF Interest Income on Investments	\$166,992
Rehabilitation RLF Interest Income on Loans	\$155,237
Rehabilitation RLF Loan Principal Repayments	\$260,007
<b>Total</b>	<b>\$582,878</b>

**Emergency Shelter Grant (ESG)**

Over \$1.3 million in additional cash resources, grants and other contributions were leveraged in addition to ESG funding for a total of \$1,807,667 for the emergency shelter program in the County.

**Urban County of Sacramento**

In addition to redevelopment tax increment, County general funds, state and federal funds were used in conjunction with CDBG to undertake infrastructure improvements. CDBG funds were also used in the Urban County of Sacramento specifically for the cities of Folsom, Isleton and Galt to provide funding for infrastructure projects such as street and lighting improvements, rehabilitation to community centers, and handicap accessibility parking lot improvements. The CDBG funds were augmented by federal, state and private resources to implement the projects.

**Non-Profits**

Private fund raising, donations, and in-kind services provided by subrecipients are utilized to carry out programs that meet needs identified in the Consolidated Plan. Non-profits include: Rebuilding Together, Home Assistance Repair Program for Seniors (HARPS), and Neighborhood Housing Services.

## Housing Activities

Consolidated Plan housing activities for 2007 shown in Attachment A, indicate that SHRA expended **\$23,942,452** in federal funds and leveraged \$ 344,307,538 in private resources in the County.

This has provided an overall leverage ratio of \$14.40 of non-federal funds for every \$1.00 of federal funds. As can be seen in Attachment A, new construction and first-time homebuyer activities provide the highest leverage of federal funds.

**To review how federal resources from HUD leveraged** other public and private resources, please refer to:

- **Attachment A - Resources Expended or Committed and Activities Completed or Committed for Affordable Housing**
- **Attachment D –Performance Measurements System table..**

Please also refer to the Housing Needs section for information regarding the HOME match requirement and the Homeless Needs section for information regarding the ESG match requirement.

## Managing the Process

1. *Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.*

### **Program Year 5 CAPER Managing the Process response:**

Each funding source has specific requirements and target service populations. Staff has refined processes to ensure project and service eligibility over the past five years. This has resulted in effective and efficient administration to ensure compliance with program and planning requirements. Following are the proven eligibility practices.

#### **CDBG Eligibility**

CDBG administrative staff has implemented a variety of internal procedures to ensure compliance with program regulations. Prior to receiving governing body approval, all projects or programs funded with CDBG are reviewed to meet eligibility and national objective criteria. Once approval is received each project/program is cleared environmentally before contracts are executed.

CDBG administrative staff provides annual training to subrecipients and SHRA staff to further ensure project/program compliance. The training provides an overview of the CDBG program, CDBG processes, regulatory and reporting requirements, billing procedures and available CDBG resources. In addition, CDBG staff is always available to assist staff to answer CDBG eligibility questions.

### **HOME Eligibility**

HOME administrative staff has implemented procedures to ensure compliance with program regulations. All projects receiving HOME loans must have management and social service plans approved by SHRA. The plans are to include tenant screening procedures, project proformas that demonstrate project sustainability, experienced developers in affordable housing, and mandatory regulatory agreements to proportionately restrict income eligibility/rents of funded HOME units to total project cost.

### **ESG Eligibility**

ESG is under the purview of the County of Sacramento's Department of Human Assistance (DHA). The ESG funded program is reviewed by DHA staff to ensure the program meets ESG eligibility criteria. SHA staff conducts periodic monitoring to ensure compliance with regulations provided by HUD and review of program activities. In addition, DHA contract staff review billings on a monthly basis.

## **Citizen Participation**

1. *Provide a summary of citizen comments.*
2. *In addition, the performance report provided to citizens must identify the federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.*

### **Program Year 5 CAPER Citizen Participation response:**

This report was made available to the public on March 3, 2008. A public notice was published in the *Sacramento Bee*. No comments were received.

#### **Citizens are further directed to refer to information in the:**

- **Attachment D – Performance Measurement System Table,**
- **Leveraging Resources under headings “General Questions” and the “Monitoring” portions of this report,**
- **And Attachment C – Map of Investments for information.**

## **Institutional Structure**

1. *Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.*

### **Program Year 5 CAPER Institutional Structure response:**

Sacramento Housing and Redevelopment Agency (SHRA) is a Joint Powers

Authority created as a public agency by the City and County of Sacramento in 1973. SHRA is the lead public agency for the City and County regarding affordable housing, public housing, and community/neighborhood development. As a joint City/County agency, SHRA can address a number of cross jurisdictional and regional challenges as many housing and community development issues transcend geographic boundaries. For example, the redevelopment areas of Stockton Boulevard, Franklin Boulevard and Auburn Boulevard transect jurisdictional boundaries and share common issues of concern.

**In 2007, SHRA settled into a newly restructured institutional structure.**

The SHRA Executive Director's (ED) office is responsible for guidance and leadership of all aspects of operations. The ED office receives its policy direction from the Board and the Council with advice from the Sacramento Housing and Redevelopment Commission (SHRC) and assumes responsibility for insuring successful development and execution of all SHRA programs. The SHRA institutional structure for 2007 was organized into three general departments: **Executive Director and Administration, Housing Authority and Housing and Community Development.**

**The Executive Director and Administration Department** included an Executive Cabinet comprised of the Executive Director, Deputy Executive Director, Director of Housing and Community Development, Director of the Housing Authority, General Counsel, Director of Administration, Director of Finance, Director of Financial Strategies and the Director of Real Estate and Construction Services. The Directors are responsible for all Agency operations, as well as legal, fiscal and personnel management. Also included are four Administrative Support Departments: SHRA Clerk, Information Management Technology Services, Public and Internal Communications, and Risk Management.

The Real Estate and Construction Services Department includes: Real Estate, Design and Construction, Procurement Services and Homeownership Services. They provide real estate services including appraisals, negotiations, documentation and closing of transactions for real property leases, purchased and sold on behalf of the Agency. The Construction Services group provides oversight of construction activities. The Procurement Services group provides standardized procurement procedures as well as outreach and labor compliance across the Agency. The Homeownership Services group, formerly Loan Processing, provides a variety of programs and services that include both the first-time homebuyer programs and single-family rehabilitation loans and grants.

**The Housing Authority (HA)** provides affordable housing in the city and county of Sacramento through the Public Housing Program, Housing Choice Voucher (HCV) programs, and through the selective use of tax credit and long term bond financed developments for extremely low-, very low-, and low-income families, seniors, and disabled individuals. The HCV Program makes privately-owned properties affordable for very low-income families through rent subsidies paid to private owners. The Public Housing Program provides apartments, duplexes, and some single-family homes to qualified low-income families. This housing is owned, managed and maintained by the HA, making it one of the largest landlords in Sacramento.

**The Housing and Community Development Department (HCD)** is responsible for the following functions:

- City and County Community Development includes: planning and project delivery for the department and the following; Community Development Block Grant (CDBG), Commercial Revitalization, Grow Sacramento, and Enterprise Zone programs. This team is focused on the planning and implementation of redevelopment, community development, and neighborhood revitalization projects within 12 redevelopment areas and numerous low- and moderate-income neighborhoods and utilizes expenditures of tax increment, bond and CDBG funds to address the revitalization of most blighted communities. Economic and commercial development accomplished through loans and exterior rebates that upgrade commercial buildings in the older commercial corridors of the county. This group administers five Enterprise Zones and a Local Military Base Recovery Area (LAMBRA). These include three former military bases and provide state tax advantages to business that locate or expand in them or that hire persons who may have barriers to employment.
- Housing Finance includes: delivery, policy, special needs housing and Central City housing and portfolio management. As the region's largest affordable housing lender, this group assists the City and County in housing policy and invests public funds, including the HOME funds, in new construction or rehabilitation projects that preserve and expand the supply of affordable housing. Other activities include legislative analysis and tracking, assistance to the City and County in the development and implementation of their Housing Element, leadership on homelessness issues, the development and administration of mixed-income or affordable housing programs, and the development of permanent supportive housing for the homeless.

The portfolio management team ensures that SHRA community investments maintain their value over time. It oversees the multi-family loan portfolio, Agency real estate assets and maintains funding affordability requirements.

## Monitoring

1. *Describe how and the frequency with which you monitored your activities.*
2. *Describe the results of your monitoring including any improvements.*
3. *Self Evaluation*
  - a. *Describe the effect programs have in solving neighborhood and community problems.*
  - b. *Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.*
  - c. *Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.*
  - d. *Indicate any activities falling behind schedule.*
  - e. *Describe how activities and strategies made an impact on identified needs.*
  - f. *Identify indicators that would best describe the results.*
  - g. *Identify barriers that had a negative impact on fulfilling the strategies and overall vision.*
  - h. *Identify whether major goals are on target and discuss reasons for those that are not on target.*
  - i. *Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.*

## **Program Year 5 CAPER Monitoring response:**

### **CDBG, HOME, and Procurement and Labor Compliance**

To implement an effective CDBG program, activities must be monitored on a consistent basis. Monitoring visits in part determine if the subrecipient is carrying out its program and activities within the timeline denoted in the subrecipient agreement. It also ensures that the required records are maintained to demonstrate compliance with applicable regulations. CDBG administrative staff conducts monitoring reviews of each subrecipient every one-to-two-years to ensure program compliance with HUD regulations.

Over the past five year period, many changes were made within the Community Development Department to expedite project delivery. Specific to CDBG was the consolidation of CDBG funded contracts, management and implementation under the CDBG Unit. CDBG staff continues to coordinate with the redevelopment and jurisdictional planners. CDBG staff prepares and manages the contracts, though, to ensure continuity and reduce project time lost due to staffing changes. This process works well and has been refined each year since inception.

**CDBG monitoring** of subrecipients is conducted in two phases. The first phase entails SHRA financial staff reviewing the subrecipient's financial documents prior to the on-site visit which focuses on programmatic issues. In the second phase, CDBG administrative staff completes on-site monitoring visits of the subrecipients.

In 2007, staff monitored five County capital improvement projects and two jointly funded programs. These were:

- Arcade Creek Recreation and Park District 2004 and 2006 ADA Improvements to Hamilton Street Park
- Jean Harvie Lead Abatement 2005
- City of Folsom 2005 ADA Street Improvements
- Southgate Recreation and Park District
  - Hamilton Park ADA
  - Rainbow Park Improvements
- Senior Nutrition Services
- Human Rights and Fair Housing/Affirmatively Furthering Fair Housing (AFFH) Administrative Monitoring

**SHRA's Procurement Services** provides assistance to staff and subrecipients with bidding requirements, Minority/Women Business Enterprise (M/WBE), Section 3 objectives, and labor compliance issues. Additionally, Procurement staff continues to increase outreach to M/WBE firms by participating with other government entities (City and County of Sacramento, State of California, and local business information centers) at contracting seminars, which exposes the attendees to a variety of contracting opportunities at SHRA.

**SHRA's Portfolio Management Unit monitors HOME** to confirm that residents meet HOME qualifications that regulatory agreements are met. In 2007, they conducted 39 onsite compliance monitoring visits to HOME-funded rental housing projects. Compliance monitoring included a sample audit of the project's tenant eligibility documentation, a physical inspection of a sample of rental units, a

physical inspection of the exterior of the projects, and an assessment of property management's policies and procedures. In addition, project managers submitted the annual Unit Status Report Affirmative Marketing Questionnaire for all rental projects. The Unit Status Report includes a listing of current tenants occupying HOME-assisted units, household annual income, source of income, household size, current rent amount, and income designation.

As a result of the compliance monitoring, 30 of the monitored projects were found to have exceptions relating to the tenant eligibility documentation required by the HOME Program. Of these projects, four had property management issues, 27 had tenant eligibility documentation exceptions, and nine had file management issues. In accordance with the Agency's Portfolio Management monitoring procedures, borrowers received written notification of their compliance exceptions and were required to submit corrections and/or Action Plans in a timely manner to avoid non-compliance determinations and additional follow-up inspections during the year. All projects were in compliance with the rent and income requirements of the HOME Program.

To determine if the projects remain in compliance with all applicable Housing Quality Standards (HQS) and local code requirements, 33 projects were physically inspected during the year. Of the 30 projects inspected, six (18%) were found to have failed units. The failed items found in the units mainly consisted of over-crowded units that were potential fire hazards, and in some instances unsanitary conditions that presented health concerns. The inspections also found 30 projects to have one or more units with notable items that were not determined to be failed issues. In addition to these unit findings, two (6%) of the projects were also found to have failed exterior items. However, in all instances, corrections were completed and projects were brought into compliance with HQS requirements in a timely manner.

During the period, 43 single-family loans were reviewed for re-qualification, owner occupancy, site inspections, deferment continuation, gathering and analyzing financial information, and/or for modification of loan documents. All loans were found to be satisfactory and are meeting HOME and CDBG regulatory requirements.

The commercial loan portfolio files are monitored for conformance with the repayment and insurance requirements of the loan agreement and promissory note. The monitoring of files provides verification that the use, terms and repayment schedules are being met. If there is a problem staff works to resolve repayment issues through borrower contact, site visits, processing deferment and subordination requests, as well as initiating and completing workout plans and foreclosure actions as necessary to protect SHRA's assets.

**ESG funded programs are monitored** by the following DHA staff for contract compliance, financial management systems and programmatic activity:

- o Contract Analysts monitor payment requests monthly to ensure the program remains within the allocated amounts and expenditures are appropriate.
- o The one program that is funded from ESG grants, St. John's Shelter for Women and Children, is monitored annually by DHA and the Sacramento County Department of Finance. In addition, DHA reviews invoices and program

outcomes on a monthly basis. Technical assistance is given to the program via a dedicated program planner who is available as needs arise.

- o Program planners provide support to funded service providers through numerous venues: site visits to review all program records, file maintenance, and conduct program safety inspections; telephone calls; and incident reports to monitor provider activity.

#### **DHA staff also conducts site monitoring visits**

In 2007, additional technical assistance was provided to St. John's Shelter for Women and Children. This assistance was used to gain proficiency at using the Homeless Management Information System (HMIS) as a tool for population tracking and measuring program effectiveness. In 2007, DHA staff and HomeBase (HUD approved technical advisor) finalized a comprehensive procedures manual for implementation of the ESG program

In order to gather accurate annual demographic information and standardize monthly reporting systems used for monitoring purposes, DHA staff created a new reporting form for monthly reporting. This form will expedite data entry into Integrated Disbursement and Information System (IDIS). Project sponsors have been trained in using the new form, and it was implemented in August 2006 for July 2006 monthly reporting. Project sponsors for active and stewardship projects began using the form for annual reporting to DHA for 2006. Ongoing IDIS training continues for DHA staff and providers.

#### **Housing Production, Suitable Living Environment and Economic Opportunity**

**In 2007, 620 housing units were built, rehabilitated or purchased** with CDBG and HOME funds. This includes single-family first-time homebuyers and rehabilitation, multifamily rehabilitation and new construction, and other rehabilitation programs done through non profits. In addition, housing and other services were provided to people in emergency circumstances. In 2007, numerous code enforcement and park improvements were completed in the County consistent with area improvement plans to create and maintain good live, work and play environments.

Affordable housing remains a challenge in a high-cost state such as California which has historically trailed the nation in homeownership. The ability to create affordable housing has been further complicated by the housing downturn which began in August 2005. As the housing market has continued to retract, the interior sections of the state, primarily the Central Valley which includes the County of Sacramento has been particularly impacted. Housing construction has slowed to the lowest level in decades and caused price appreciation to stagnate or decrease throughout the County. Many property owners had to use Adjustable Rate Mortgages (ARMs) to finance purchases during the period of rapid price appreciation to make payments affordable. As ARMs became more prevalent, predatory lending and sub prime loans with rate adjustments began to perpetuate. As more and more purchasers used exotic loans to finance homes the market ceased to expand, prices began to stagnate and decline, and borrowers lost both the anticipated and actual equity needed to refinance a home into a more traditional loan.

As equity declined and mortgages began to adjust borrowers began to fall behind on payments. As payments fell behind, the number of defaults on loans increased. With the increase in defaults the number of foreclosures began to rise. Nonpayment on loans began to impact the credit markets as financial institutions started to have to write-off losses. As losses mounted the tolerance for risk decreased requiring higher standards for credit. As of August of last year credit had been limited to the point that most potential borrowers could no longer secure financing. With a decreased pool of borrowers eligible for financing the number of buyers on the market decreased proportionally. Decreased buyers perpetuate increasing inventories as more homes enter foreclosure due to the inability to finance out of mortgages that continue to adjust.

This dynamic creates a competition between the various units of housing as inventories expand. Unsold new developments, for-sale-by-owner units, and foreclosed properties remain on the market longer due to an inadequate demand resulting from a declining pool of eligible buyers. This leads property owners looking to sell to begin to drop prices to attract interest, which then reduce comparable sales which reduce potential equity which then may prevent a homeowner in a neighboring property from refinancing. This cycle has led to area median prices declining over 25-percent from the previous high.

The correction in home values has impacted other segments of the economy leading to higher unemployment as housing construction and lending institutions reduce staff to meet reduced demand. Reduced employment slows spending which impacts sales of all goods and services. As sales are reduced, less taxes are assessed, leading to decreased revenues for local jurisdictions and increased strains on limited resources.

To further illustrate how dramatic an impact this has had on the local community; Sacramento has the fifth highest foreclosure rate in the country and the single worst zip code in the nation for foreclosures. Though prices continue to decline and numerous units remain on the market, the Sacramento area remains unaffordable due to credit restrictions coupled with incomes that have not kept pace with overall price gains since the start of the new millennium. Thus, the homeownership rate remains below the national average with the increased potential of declining further.

Lastly, as home prices have fallen and lending institutions have become stricter in their underwriting process, the SHRA Homebuyer Programs have also experienced reduced numbers of homebuyer loans. Although declining home values have made more housing units affordable, the corresponding contraction in the lending industry as stated above has made it difficult for very-low and low-income households to qualify for financing to purchase a home.

### **CDBG 1.5 Requirement**

On October 31<sup>st</sup> of each year, HUD requires that the County have no more than 1.5 times the entitlement in its account. SHRA met this requirement by October 2007 and was at 1.49 including Program Income and 1.24 without. To accomplish this requirement, CDBG administrative staff performed weekly reviews of expenditures beginning in March and recommended Action Plan amendments to facilitate timely expenditures. In October 2007, the Board of Supervisors defunded slow-moving activities and reallocated funds to other priority activities that could utilize the funds expeditiously.

In past years an area contributing to the 1.5 challenge was effective subrecipient contracting, especially for public services activities. To address this issue in 2005, public service contracts were written with an effective date of January 1<sup>st</sup> and an ending date of December 31<sup>st</sup>. This helps ensure that public service dollars were spent within a calendar year and unused dollars were reallocated to other activities.

### **HOME Fund Commitments**

Based on HUD regulations HOME entitlement funds are required to be committed within 24 months of award. As of January 2008, HOME entitlements for program years 1992 through 2006 were fully committed.

HUD regulations also require that HOME entitlement funds be disbursed within 60 months of award. An evaluation is made by April 1<sup>st</sup> of each year to ensure that this regulation is being met. As of March 2007, the total entitlement amount for program years 1992 through 2003 was fully disbursed.

Lastly, HUD regulations require that within 24 months of award, no less than 15 percent of HOME entitlement must be set aside of housing owned, developed or sponsored by a Community Housing Development Organization (CHDO). As of March 2008, the commitment requirements for program years 1992 through 2006 were met.

### **ESG**

SHRA staff coordinated with DHA to ensure timely draw downs of previous years ESG funds for the fiscal year 2007. Additionally DHA staff is committed to providing accurate non-duplicative demographic information in IDIS to comply with HUD's reporting requirements.

## **Lead-based Paint**

1. *Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.*

### **Program Year 5 CAPER Lead-based paint response:**

The Department of Health and Human Services and SHRA have taken actions to reduce lead-based paint hazards in accordance with HUD regulations. Housing units with lead-based paint were identified and actions were taken to remove the hazard.

### **Childhood Lead Poisoning Prevention Program (CLPPP)**

Outreach and education regarding lead poisoning and prevention practices is provided by the Health Education Unit and Public Health Nurses (PHNs) in the Public Health Nursing Field Services Unit. Trainings on lead screening protocols and testing services are given by Health Educators and PHNs to community-based agency staff and medical providers. Additional outreach efforts include health fairs and media campaigns.

PHNs provide case management and follow-up for children with elevated blood lead levels detected by the Public Health Lab Lead Testing Program and all tests are reported to the State Childhood Lead Poisoning Prevention Branch. Children with

elevated blood lead levels meeting the State Branch case definitions receive comprehensive/specific case management and follow-up by PHNs. Home visitation assessments/investigations by the PHN and a contracted Registered Environmental Health Specialist are done to determine possible causes of lead poisoning. Outreach and education is provided to children with elevated blood lead levels that do not meet case definitions.

### **Rebuilding Together**

In 2007, this non-profit provided training and literature on lead-based paint safe work practices to the volunteers assisting with their rehabilitation and handicapped accessibility programs.

### **City of Folsom**

In 2007, the City of Folsom continued to offer its housing rehabilitation program to low- and moderate-income eligible participants both homeowners and renters. The program's policy includes lead-based paint inspection, clearance, and homeowner training.

## **Sacramento Housing and Redevelopment Agency**

### Public Housing

The Housing Authority's Hazardous Materials staff routinely abates lead-based paint from all pre-1978 units whenever structural improvements are made. If a unit is deteriorating, staff immediately has the unit tested and abated as necessary. Annual visual inspections are performed on multi-family housing units. Residents are also provided with information about lead-based paint hazards. Housing Authority staff attended training and seminars to stay current with State lead certification requirements.

### Housing Choice Voucher

Property owners, applicants, and participants are provided general information about lead-based paint hazards and stabilization techniques using safe work practices before an inspection is conducted. Housing Choice Voucher staff performs a Housing Quality Standard (HQS) inspection of each pre-1978 unit where a child under the age of 6 is expected to reside. If any defective paint surface is observed, the unit is failed and the owner and tenant are provided with detailed information about stabilizing defective paint surfaces using safe work practices. Information is also provided about required clearances and record keeping. Once the appropriate lead-based paint abatement has taken place the unit is cleared by the HQS inspector.

### SHRA Programs

SHRA's programs continue to address lead-based paint hazards in the following programs: Emergency Repair Grants Program, Retrofit Accessibility Grants and SHRA funded residential rehabilitation loan programs. SHRA contracts with lead-based paint inspection services to inspect residences in these programs. The services include but are not limited to localized paint testing, full risk assessment and clearance testing. As part of the rehabilitation process, lead-based paint hazards are

Fifth Program Year CAPER 2007

minimized to acceptable levels or removed. In 2007, 10 homes were found with lead-based hazards and corrective actions were taken to eliminate the risk.

## HOUSING

### Housing Needs

1. *Describe Actions taken during the last year to foster and maintain affordable housing.*

#### **Program Year 5 CAPER Housing Needs response:**

Over the past five years of the Consolidated Plan period, the demand for affordable housing in the City and County of Sacramento has increased and affordability decreased. The market trend began to reverse in 2006, but unfortunately not before predatory lending practices precipitated a national foreclosure epidemic. Sacramento was not immune to this. The negative impacts began a wave of local foreclosures, loss of construction jobs and unsettling repercussions throughout the housing market and local economy in general. The 2007 year ended as an unknown in terms of where the market would settle.

SHRA is committed to maintaining and increasing the supply of affordable housing. The Housing and Community Development Department, has worked closely with the County to:

- Refine and implement the County inclusionary housing ordinance, which requires affordable housing to be built concurrent with new market-rate housing
- Complete its work on the Ten-Year Plan to End Chronic Homelessness which was adopted by the City and County
- Monitor and comment on federal and state legislation that will help increase rental housing production and homeownership opportunities.

As a lender and developer, the department invests HOME and other public funds in new construction or rehabilitation projects that preserve and expand the supply of affordable housing within the County of Sacramento. The department strives to efficiently manage its resources in order to address the full range of need including special-needs housing, workforce housing, and first-time homebuyers.

The department underwrites and originates loans, issues tax-exempt mortgage revenue bonds, and creates public financing structures. The housing loans support new construction in growth areas, urban infill development in older neighborhoods, the rehabilitation of deteriorated properties, and preservation of existing affordable housing.

Accomplishments in 2007 in the City and County included:

- Issuance of over \$125 million of tax exempt mortgage revenue bonds and \$22 million in SHRA loans to allow for over 1,700 affordable housing units.
- Implementation of the Ten-Year Plan to End Chronic Homeless.
- Review of 55 affordable housing plans, which proposed a total of 1,186 affordable housing units to be constructed in future years: 737 low-income, 311 very-low,

and 138 extremely-low income. Of this total, 455 units will be single-family for sale units and 731 multifamily rental units.

The current HOME Consortium Agreement between the County of Sacramento and the cities of Citrus Heights, Rancho Cordova, Elk Grove covers the years 2006 - 2008. During that period, the demographics of Citrus Heights, Rancho Cordova, and Elk Grove were combined by the U.S. Department of Housing and Urban Development (HUD) with those of the unincorporated County, Folsom, Isleton, and Galt, to determine the amount of the County's annual Housing Investment Partnership Funds (HOME) entitlement. The aggregation of demographics effectively increased the amount of the HOME entitlement received by the County.

Participation in the HOME Consortium allows incorporated cities access to all SHRA programs funded by HOME, including multi-family construction and rehabilitation loans and first time homebuyer programs. Should a city wish to use their allocation of HOME funds for a non-SHRA program, such as a city administered homebuyer program, that City and SHRA will enter into a subrecipient agreement. The subrecipient agreement will detail the use of the HOME funds and administrative responsibilities for both the City and SHRA. Currently, the City of Citrus Heights has such an agreement which allows them to use their proportional allocation of HOME funds for a city-run first-time homebuyer program. SHRA is anticipating a continuation of this agreement with Citrus Heights and that the cities of Rancho Cordova and Elk Grove may want similar agreements.

#### Homeownership Services

The Homeownership Services Department provides a variety of programs and services including the owner-occupied rehabilitation loans/grants and various homebuyer assistance programs. Homeownership Services also provides the income certification and selection process for buyers of affordable housing sales programs such as the County's Affordable Housing Program and the Housing Authority's Section 32 Homeownership Program.

Accomplishments in 2007 included:

- Completed 129 single family rehabilitation loans and Emergency Repair/Accessibility Program Grants.
- Provided homebuyer assistance to 49 homebuyers and issued 59 Mortgage Credit Certificates. Provided financing for 4 homebuyers in the 5(h) and Section 32 Homebuyer Programs.
- Applied for and received funding from the State's CalHome Program in the amount of \$1 Million for First-Time Homebuyer and Owner-Occupied Rehabilitation Programs.

#### Housing Authority Homes for Sale Programs

The Housing Authorities of the City and County of Sacramento have adopted public housing homeownership programs to sell part of their inventory of single family homes to public housing residents, Housing Choice Voucher (HCV) participants, and low-income households. The programs are the 5(h) and Section 32 programs (the names referring to the citations in the authorizing legislation). The 5(h) and Section

32 programs allow the Housing Authority to provide seller financing to ensure the homes would be affordable to low-income buyers (household incomes cannot exceed 80 percent of the area median income). The approved amounts of the seller carry-back financing for both these programs are up to fifty percent of the sales price for priority buyers and thirty-five percent of the sales price for other public buyers. In addition, subject to availability, buyers may use other Agency homebuyer programs such as the First-Time Homebuyer and the American Dream Downpayment Initiative Programs.

**Please refer to Attachment D, Performance Measurement Systems Table for additional information.**

<b>Specific Housing Objectives</b>
------------------------------------

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

**Program Year 5 CAPER Specific Housing Objectives response:**

CDBG and HOME funded projects continue to strive to meet the goals set out in the Consolidated Plan. The affordable housing programs are hampered, as of late, in meeting their affordable housing goals for very low- and low-income households mainly due to the dramatic rise in property and housing costs in the area.

**Single-Family Households Assisted in 2007 (Completed Projects Only)**

**Please refer to Attachment D - Performance Measurement System table for accomplishment data.**

<b>Income Range (Percent of Area Median Income)</b>	<b>Extremely Low 0 to 30%</b>	<b>Low 31 to 50%</b>	<b>Moderate 51 to 80%</b>	<b>Annual Proposed Goals in CP**</b>	<b>2007 Total Assisted</b>
* Households	65	48	138	687	251
% of Total Assisted	26%	19%	55%		100%
**% of Total Need	43%	30%	27%		100%

**Data from IDIS Report CO4PR023**

\*Includes HARPS, homebuyer programs, emergency repair program, rehabilitation, and retrofit grants (which may include renters)

\*\*Computed from data supplied in 2003-2007 Consolidated Plan Table 4-2: Five-Year Housing Needs and Priorities

**Multi-Family Units Assisted in 2007 (Completed Projects Only)**

Please refer Attachment D - Performance Measurement System table for accomplishment data.

<b>Income Range (Percent of Area Median Income)</b>	<b>Extremely Low 0 to 30%</b>	<b>Low 31 to 50%</b>	<b>Moderate 51 to 80%</b>	<b>Annual Proposed Goals in CP</b>	<b>2007 Total Assisted</b>
Number of Units *	2	18	55	189	75
% of Total Assisted	3%	24%	73%		100%
**% of Total Need	43%	30%	27%		100%

\* Completed units from Folsom Senior Apartments, Rosswood Manor Apartments, The Cascades, Ashford Heights, and Grizzly Hollow Phase III.

\*\*Computed from data supplied in 2003-2007 Consolidated Plan Table 4-2: Five-Year Housing Needs and Priorities

**Worst-Case Housing Needs**

Worst-case housing needs are defined as low-income renter households who pay more than half their income for rent, live in seriously substandard housing (including homeless people) or have been involuntarily displaced. The County of Sacramento serves the worst-case needs by working with the Housing Authority, public service agencies, and the cities of Sacramento, Folsom, Isleton and Galt to maintain a “continuum of care” umbrella of services to assist residents in their time of need. For further information, please refer to the Continuum of Care report on file with SHRA’s CDBG Division for information on how the City and County addresses emergency housing and assistance services.

**Housing Needs of Persons with Disabilities**

All of the County of Sacramento’s funded housing developments comply with the Americans with Disabilities Act of 1990; the Architectural Barriers Act of 1968 and the Fair Housing Act of 1988.

The Housing Authority’s policies and practices are designed to provide assurances that persons with disabilities will be given reasonable accommodations, upon request, so that they may fully access and utilize the housing program and related services. The availability of [requesting an] accommodation will be made known by including notices on Housing Authority forms and letters. This policy is intended to afford persons with disabilities an equal opportunity to obtain the same result, to gain the same benefit, or to reach the same level of achievement as those who do not have disabilities and is applicable to all situations described in the Housing Authority’s policies.

The Housing Authority utilizes organizations that provide assistance for disabled persons when needed. The Housing Authority fully complies with the obligations found in HUD Notice PIH 2002-01 [Accessibility Notice: Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990; the Architectural Barriers Act of 1968 and the Fair Housing Act of 1988].

## **Public Housing Strategy**

1. *Describe actions taken during the last year to improve public housing and resident initiatives.*

### **Program Year 5 CAPER Public Housing Strategy response:**

The Housing Authority encourages public housing residents to participate in policy, procedure and program implementation and development through its Resident Advisory Board (RAB). The RAB is an elected Board representing all of the residents of the Housing Authority. The RAB serves as an organized spokesperson for the resident body to present resident concerns to the authority and to participate and provide feedback to the Housing Authority regarding the 5-Year Plan and the Annual Plan, policy revisions, and the development of resident programs on behalf of the residents.

The Housing Authority's Resident Services Division and Maintenance Department have four job training programs for residents: office/clerical, janitorial/custodial, and painting. The painting and office/clerical programs are two-year training programs, and the janitorial/custodial is one year in duration. Each training program is designed to employ four full time resident trainees. In 2007, the resident training program graduated six office/clerical trainees. All six trainees left the program to accept full-time regular positions in the community. The Housing Authority provides job search, resume preparation, and skills enhancement assistance to all trainee program graduates.

Family Self-Sufficiency (FSS) is a HUD program that encourages communities to develop local strategies to help Housing Authority families obtain employment that will lead to economic independence and self-sufficiency. The Housing Authority works with welfare agencies, schools, businesses, and other local partners to develop a comprehensive program that gives participating FSS family members the skills and experience to enable them to obtain employment that pays a living wage. The Housing Authority's FSS Program currently has 80 City and County participants. In 2007, 19 participants graduated from the program and achieved full time employment, 18 who were Housing Choice Voucher residents and one who is a public housing resident.

Seminars are offered including credit counseling, homeownership opportunities, and tax filing assistance.

In 2007, to help senior and disabled residents remain independent, the Housing Authority provided a shuttle to transport residents to grocery stores and special events. Other services included the Senior Nutrition Program (lunch service), a Health Fair, and the Senior Companion Program (senior volunteers visit SHRA residents on a weekly basis). All of these programs seek to enhance the quality of life of the public housing residents.

## **Barriers to Affordable Housing**

1. *Describe actions taken during the last year to eliminate barriers to affordable housing.*

### **Program Year 5 CAPER Barriers to Affordable Housing response:**

The following activities were undertaken in 2007 to eliminate barriers to affordable housing.

- Streamlined permitting for affordable housing developments.
- Implementing inclusionary housing ordinances. In 2007 in the third year of implementing the County Affordable Housing Program, SHRA staff reviewed 55 new affordable housing plans which proposed 1,186 be affordable units when constructed in future years. Of these 737 are to be low-income, 311 very-low and 138 extremely low income. Of this total, 455 units will be single-family for sale units and 731 multifamily rental units.
- Implementing infill ordinances for workforce housing coupled with housing trust funds.
- Quality of life streetscape improvements and commercial rehabilitation on older commercial corridors which helps to preserve affordable housing in adjacent neighborhoods.
- Use of State of California Proposition 46 and 63 Bond Funds to help fund the construction, rehabilitation and preservation of affordable rental housing, emergency shelters and homeless facilities as well as funds that can be used to provide down payment assistance to low and moderate income home buyers. Seniors, families with children, teachers, disabled persons, veterans and working people benefit from the bond funds.
- Down payment assistance for first-time homebuyers.
- Financing of quality non profits who build affordable housing including Community Housing Opportunities Corporation (CHOC), Mercy Housing and Sacramento Mutual Housing.
- Forums and a bus tour with Sacramento Housing Alliance of affordable housing projects to educate different segments of the community on the quality and service provided by modern up to date affordable housing developments.
- Incentives for transit-oriented development which improves the housing supply for low-and moderate-income residents combining the benefits of housing and public transit.

### **HOME/ American Dream Down Payment Initiative (ADDI)**

1. *Assessment of Relationship of HOME Funds to Goals and Objectives*
  - a. *Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.*
2. *HOME Match Report*
  - a. *Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.*

3. *HOME MBE and WBE Report*
  - a. *Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).*
4. *Assessments*
  - a. *Detail results of on-site inspections of rental housing.*
  - b. *Describe the HOME jurisdiction's affirmative marketing actions.*
  - c. *Describe outreach to minority and women owned businesses.*

## **Program Year 5 CAPER HOME/ADDI response:**

### **HOME Program**

**For a complete list of HOME activities please refer to Attachment A – Resources Expended or Committed and Activities Completed or Committed for Affordable Housing.**

SHRA uses HOME funds to create affordable housing projects in the City and County of Sacramento as well as the cities of Folsom, Isleton, Galt, Citrus Heights, Elk Grove and Rancho Cordova. Federal HOME funds are used by participating jurisdictions to provide permanent housing for low-and very low-income households in Sacramento County. This assistance meets the primary goal of developing, preserving and financing a continuum of affordable housing opportunities adopted in the 2003-2007 Consolidated Plan.

SHRA uses its HOME funds mainly in the construction and rehabilitation of very low-and low-income rental housing units. SHRA requires that the housing developments receiving HOME funds offer amenities such as community rooms, tot lots and after-school programs to their residents to improve their quality of life. In addition, SHRA requires all HOME funded projects to have the necessary security features including enhanced lighting, security cameras, and security gates when necessary. Management plans are required to include approved managers and tenant screening processes.

### **ADDI Program**

The ADDI program was implemented in the County of Sacramento in July 2004. The program is structured to provide homeowners with a deferred payment loan of three percent. The maximum assistance is calculated at six percent of the sales price up to \$10,000. The loan is forgiven if the buyer remains the owner-occupant for ten years. Buyers must be low-income first-time homebuyers; however, there are special definitions for displaced homemakers and single parents. In 2007, six families have become homeowners with the assistance of the ADDI program. The ADDI has become a tool in SHRA's Layering Policy by providing another \$10,000 in addition to the existing homeownership programs for homebuyer assistance.

The ADDI Program has been marketed on a regular basis with the following avenues: listed on the SHRA web site, fact sheets are sent to numerous callers, participating lenders are provided with updates, community events, Board of Realtor updates, the Black Expo and the annual Homeownership Fair.

SHRA also offers ADDI in conjunction with the Section 32 Homeownership Program whereby the Housing Authority is rehabilitating 197 - properties to be sold to low-

income eligible homebuyers. First priority is given to public housing residents and Housing Choice Voucher participants who have been working toward homeownership in other programs such as the Family Self-Sufficiency. Then, the properties are offered to low-income buyers in the public. The ADDI Program and SHRA's homeownership layering programs will be used in conjunction with some of these transactions. In 2007, one public buyer purchased a home under SHRA's Section 32 Program using the ADDI Program.

To help prepare applicants for the responsibilities of undertaking and maintaining homeownership, all applicants must complete SHRA's approved homebuyer education classes. These classes cover the home buying process, property maintenance, and credit and budgeting practices prior to purchasing the home.

**HOME Match Report** Please refer to Attachment B – HOME Match Report.

**HOME MBE and WBE Report** The majority of HOME funds are distributed as loans, not direct contracts and therefore have no M/WBE requirements.

### **Assessments**

The detailed results of on-site inspections of rental housing are found in the Monitoring section of this report.

Regarding the county's affirmative marketing actions, HOME projects are available to all program eligible residents. Recipients of HOME funding are made aware of the requirements of affirmative marketing per HUD guidelines.

## HOMELESS

### Homeless Needs

1. **Identify actions taken to address needs of homeless persons.**
2. **Identify actions to help homeless persons make the transition to permanent housing and independent living.**
3. **Identify new Federal resources obtained from Homeless SuperNOFA.**

#### **Program Year 5 CAPER Homeless Needs response:**

Through the Continuum of Care (CoC) effort to move individuals out of homelessness, homeless providers work together for one common goal, to assist all participants to greater self-sufficiency. Regular monthly meetings are held among homeless and other service providers to review and discuss how to better meet the needs of persons in need of homeless services.

January 2007, Sacramento County and City's Board on Homelessness (SC&CBoH), the governing board of the CoC was dissolved with the implementation of Sacramento's Ten-Year Plan to End Homelessness. At this time a new governing structure was implemented with the formation of the Policy Board to End Chronic Homelessness. This board is comprised of high level public and private sector community leaders who provide strategic direction, oversight and advocacy of the Ten-Year Plan. Along with the Policy Board, an Interagency Council to End Homelessness was created to make recommendations to the Policy Board and provide additional resources. In addition, a number of subcommittees were created to coordinate the implementation of the Ten-Year Plan to End Chronic Homelessness. Examples of these include the Healthcare Linked to Housing, Veterans, and Criminal Justice subcommittees.

The first year of the Ten-Year Plan concluded with the realization of some significant successes. This included creating a total of 97 new permanent supportive housing beds for chronically homeless adults. Another 75 new permanent supportive housing beds were created for families with mental health issues. Also, the plan details five strategies to end chronic homelessness, one of which is the creation of an Outreach and Central Intake system for accelerated assessment and placement of chronically homeless individuals. This was created and implemented in June 2007.

Further information on the Ten-Year Plan to End Chronic Homelessness is located under the Anti-Poverty Strategy section.

**Regarding transition to permanent housing and independent living, please refer to the 2007 CoC McKinney Application on file with the SHRA CDBG staff.**

**A two-year Super NOFA grant was awarded in 2007 in the amount of \$631,308** to allow Lutheran Social Services to partner with Sacramento Mutual Housing Association to develop a 90 unit affordable housing complex. Of these 90

units, 66 will provide permanent supportive housing to homeless persons with disabilities, and 21 units will be for chronically homeless persons funded through the supportive housing program.

### Specific Homeless Prevention Elements

1. *Identify actions taken to prevent homelessness.*

### Program Year 5 CAPER Specific Housing Prevention Elements response:

Please refer to the 2007 CoC McKinney Application on file with the SHRA CDBG staff.

### Emergency Shelter Grants (ESG)

1. *Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).*
2. *Assessment of Relationship of ESG Funds to Goals and Objectives*
  - a. *Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.*
  - b. *Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.*
3. *Matching Resources*
  - a. *Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.*
4. *State Method of Distribution*
  - a. *States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.*  
**Not applicable to the County of Sacramento.**
5. *Activity and Beneficiary Data*
  - a. *Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.*
  - b. *Homeless Discharge Coordination*
    - i. *As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs. **Not applicable.***
  - c. *Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort. **No ESG funds are used a part of the discharge process.***

### Program Year 5 CAPER Emergency Shelter Grants (ESG) response:

**Please, refer to Exhibit D, the Performance Measurement Table for ESG information on total unduplicated numbers served and dollars spent in 2007.**

In 2007, ESG funds were used to provide partial funding for beds and operational support to one shelter: St. John’s Shelter for Women and Children. This is a 100-bed emergency shelter that opened in 2004 and serves women and children residing on the streets or in places not meant for human habitation. A total of 1,221 people including 285 families were helped in 2007. Upon exit, 47% had either transitional or permanent housing.

The Consolidated Plan and the CoC provide the framework for the use of ESG funds for homeless facilities and services in the City and County of Sacramento. Besides shelter, there is a comprehensive case management component to provide each adult with housing assistance, life skill enhancement services, and employment resources.

**ESG funds are matched with other funding listed below:**

County General Fund	\$459,420
CalWORKS	\$227,109
Emergency Food and Shelter Board	\$45,835
Churches	\$67,877
Private Party Donations	\$86,088
Business & Service Clubs	\$104,439
Trusts and Foundations	\$36,024
Other Grants	\$65,809
Fundraisers	\$98,777
Ann Land & Bertha Henschel Commission Grant	\$5,500
Emergency Housing & Assistance Program	\$36,147
SETA	\$37,024
United Way	\$20,319
 Sub-Total	 \$1,290,368
 County ESG	 \$260,055
City ESG	<u>\$257,244</u>
	517,299
 <b>Total</b>	 <b><u>\$1,807,667</u></b>

## COMMUNITY DEVELOPMENT

### Community Development

1. *Assessment of Relationship of CDBG Funds to Goals and Objectives*
  - a. *Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.*
  - b. *Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.*
  - c. *Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.*
2. *Changes in Program Objectives*
  - a. *Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.*
3. *Assessment of Efforts in Carrying Out Planned Actions*
  - a. *Indicate how grantee pursued all resources indicated in the Consolidated Plan.*
  - b. *Indicate how grantee provided certifications of consistency in a fair and impartial manner.*
  - c. *Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.*
4. *For Funds Not Used for National Objectives*
  - a. *Indicate how use of CDBG funds did not meet national objectives.*
  - b. *Indicate how did not comply with overall benefit certification.*
5. *Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property*
  - a. *Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.*
  - b. *Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.*
  - c. *Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.*
6. *Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons*
  - a. *Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.*
  - b. *List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.*
  - c. *If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.*
7. *Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit*
  - a. *Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.*
8. *Program income received*

- a. *Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.*
  - b. *Detail the amount repaid on each float-funded activity.*
  - c. *Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.*
  - d. *Detail the amount of income received from the sale of property by parcel.*
9. *Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:*
- a. *The activity name and number as shown in IDIS;*
  - b. *The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;*
  - c. *The amount returned to line-of-credit or program account; and*
  - d. *Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.*
10. *Loans and other receivables*
- a. *List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.*
  - b. *List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.*
  - c. *List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.*
  - d. *Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.*
  - e. *Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.*
11. *Lump sum agreements*
- a. *Provide the name of the financial institution.*
  - b. *Provide the date the funds were deposited.*
  - c. *Provide the date the use of funds commenced.*
  - d. *Provide the percentage of funds disbursed within 180 days of deposit in the institution.*
12. *Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year*
- a. *Identify the type of program and number of projects/units completed for each program.*
  - b. *Provide the total CDBG funds involved in the program.*
  - c. *Detail other public and private funds involved in the project.*
13. *Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies*
- a. *Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.*

**Program Year 5 CAPER Community Development response:**

**Attachment D - Performance Measurements System table addresses the priorities of Community Development as established by the 2003-2007 Consolidated Plan and qualifies the results based on these priorities.**

**Attachment A – Resources Expended or Committed and Activities Completed or Committed for Affordable Housing reflects the County’s progress toward meeting affordable housing goals.**

Most CDBG funds were used to benefit very-low, low- and moderate-income persons or to aid in the elimination of slum and blight. The County of Sacramento spent 96.63 percent of its CDBG funds to benefit low- and moderate-income individuals (minimum 70 percent is required). The remaining 3.37 percent were either not spent or used for administration of the CDBG program. No projects were initiated or completed under the urgent need national objective.

The County of Sacramento has not changed the objectives of its CDBG program and continues to use CDBG funds for infrastructure and public facility improvements, housing development and homeownership, public services, commercial revitalization, and planning and administration activities. There is always an ongoing need for CDBG funds to fulfill objectives in all the above categories hence no changes are recommended based on Sacramento’s experiences.

The County of Sacramento pursued all potential resources as indicated in the Consolidated Plan by working with developers, non-profits and other governmental agencies to leverage a variety of funds for the construction and rehabilitation of affordable housing projects and programs, opportunities for low- and moderate-income people to become homeowners, assistance to homeless persons, public service programs, job training and education, community development activities directed toward revitalizing neighborhoods and economic development.

**Please refer to the Leveraging Resources section and Attachment D- Performance Measurements System table of this report for further information.**

**Certifications** - The County of Sacramento certifies that it is administering the CDBG program in compliance with its Consolidated Plan and rules, regulations, and certifications required by HUD of its grantees.

**All CDBG funded activities met CDBG national objectives** of providing benefits to low- and moderate-income persons or households.

**CDBG funded activities met all requirements** with regard to providing overall benefit to low- and moderate income persons.

**No actions were taken to limit** the implementation of the Consolidated Plan.

**Regarding Anti-Displacements and Relocation**, there was no displacement or relocation activity to be reported.

**Regarding low/mod job activities**, there were no loans made in 2007. When loans are made, a Job Creation Participation Agreement is signed by the borrower. This agreement details the CDBG requirements for job creation for low- and moderate-income residents. Information about Sacramento Works One-Stop Career

Centers is also provided to businesses to assist in the outreach for job applicants who would meet the criteria.

**Regarding low/mod clientele activities**, SHRA's CDBG administrative staff confirms with the subrecipient that income screening is done in accordance with HUD regulations before agreements are executed. In addition, during monitoring visits, CDBG administrative staff reviews income screening documentation to confirm eligibility.

**Regarding program income received, all other loan repayments and income from sale of property**, please refer to the Financial Summary report IDIS (C04PR26). Also:

CDBG commercial rehabilitation – 48 <sup>th</sup> Avenue	\$171,480
CDBG single family rehabilitation – Jackson Street	<u>\$171,478</u>
	\$342,958

**Regarding prior period adjustments** – there are no disallowed activities funded, no funds returned to line-of-credit and no reimbursements.

**Regarding loans and other receivables** - there are no float-funded activities were completed in 2007.

**Regarding the list of total number of other loans outstanding and the principal balance owed as of the end of the reporting period**, please refer to

**Attachment E AmeriNational report at the end of this report**

This report also details the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.

**Regarding land purchase with CDBG funds-** No land was purchased with County of Sacramento CDBG in 2007. Property purchased with County CDBG was listed for sale in 2007 include Auburn Boulevard Retail Development (Skip's) and Auburn Boulevard (KIA) site.

**Regarding Housing Rehabilitation, total CDBG funds involved and other public and private funds** please refer to

**Attachment A Resources Expended or Committed and Activities Completed or Committed for Affordable Housing for funding and**

**Attachment D Performance Measurements System Table for information on 2007**

**Regarding Neighborhood Revitalization Strategies for grantees that have HUD-approved neighborhood revitalization strategies** - The county of Sacramento has not adopted any neighborhood revitalization strategies to date, nor does the County have any federally funded designated EZ or EC areas.

## **Antipoverty Strategy**

1. *Describe actions taken during the last year to reduce the number of persons living below the poverty level.*

### **Program Year 5 CAPER Antipoverty Strategy response:**

The County of Sacramento's anti-poverty strategy is based on attracting a range of businesses and providing workforce development including job-training services for low-income residents. In addition, the strategy is to provide supportive services for target-income residents, such as childcare services.

### **Ten-Year Plan to End Chronic Homelessness Update**

The Ten-Year Plan to End Chronic Homelessness presents the strategic and implementation framework to resolve the problem of disabled individuals experiencing homelessness for a year or more or with multiple episodes within a short period of time. The planning effort was led by Mayor Heather Fargo and County Supervisor Roger Dickinson and drew upon the leadership and expertise of community and business leaders, local departments and agencies, local and national agencies working with families and individuals who are homeless, as well as homeless and formerly homeless individuals.

The City Council and Board of Supervisors approved the Plan in September 2006. Implementation began in 2007. It has five key components including:

- Central Intake and Outreach
- Housing First provided through leased housing and through development of permanent supportive housing
- Prevention
- Leadership
- Evaluation/Reporting

For each key component, the Plan develops program elements, designates lead entities, identifies anticipated resources, including new ways to align existing resources, identifies funding gaps and outlines potential challenges to implementation.

### **Sacramento County Department of Human Assistance (DHA)**

#### Welfare-to-Work

DHA continues to develop and coordinate welfare-to-work programs for families and individuals that promote employment and job retention. DHA uses a bifurcated approach in overcoming the barriers to employment, including coordinating community efforts to improve transportation, and develop jobs, vocational training and affordable child care while working with each individual participant to assess needs and develop an individualized employment plan to remove barriers to employment. Additionally, DHA has expanded efforts for an innovative partnership

with One-Stop Career Centers to create employment connections and increase the income of their participants (which serve employers and job seekers alike).

### Homeless Programs

DHA is the lead agency for programs serving the homeless and the grantee for most of the HUD funded Supportive House Program grants. DHA offers a variety of homeless programs that mitigate homelessness in the City and County of Sacramento by providing emergency shelter, transitional and permanent housing, and supportive social services to homeless persons and families.

The Homeless Employment Services Program provides employment counseling, skills assessment, and pre-employment training classes. These services are provided to develop individual economic self-sufficiency and training opportunities to employable residents of homeless shelters and transitional housing programs.

### **Department of Health and Human Services (DHHS)**

DHHS is the lead agency for health and human services in the City and County of Sacramento.

DHHS offers a variety of programs one of which is the YouthWORKS program. YouthWORKS which is a dynamic after-school program for teens which fosters the development of academic and other skills necessary for future employment and success. YouthWORKS believes that young people are valuable community resources critical to the future of Sacramento. YouthWORKS offers homework and tutoring support, life skills education, and recreational opportunities in safe, structured environments.

For those interested in leadership and management skills, DHHS offers a separate program to augment the YouthWORKS program. The Leadership Development Camp (LDC) is comprised of teens interested in gaining the knowledge and skills needed to be effective leaders such as cultural diversity, communication, project planning, values development, conflict resolution, stress management, and goal setting. The skills and experience acquired can carry over to many different careers. At LDC, leadership is built through:

**Interactive Learning Sessions** - individual and group activities conducted by camp staff and leadership youth.

**Recreational Activities** - swimming, volleyball, hiking, basketball, campfires, and other popular activities.

**Entertainment and Fun** - a variety of special events including a banquet, talent show, newspaper, video, and dance. Adult camp staff work hand-in-hand with youth Staff-In-Training (SIT's). SIT's are youth who have previously attended LDC and are returning in a leadership role. SIT's attend monthly planning meetings throughout the year, participate in pre-camp training, and plan and conduct camp learning sessions. SIT's learning skills include organizing people and materials, obtaining people and materials, and scheduling activities. During camp, they are each assigned cabins, where they serve as role models.

### **California Work Opportunity and Responsibility to Kids (CalWORKs)**

CalWORKs is a welfare program that gives cash aid and services to eligible needy California families. If a family has little or no cash and needs housing, food, utilities, clothing or medical care, they may be eligible to receive immediate short-term help. Families that apply and qualify for ongoing assistance receive money each month to help pay for housing, food and other necessary expenses.

The amount of a family's monthly assistance payment depends on a number of factors, including the number of people who are eligible and the special needs of any of those family members. The income of the family is considered in calculating the amount of cash aid the family receives.

### **Sacramento Employment and Training Agency**

The Sacramento Employment and Training Agency (SETA) works to alleviate poverty through fostering linkages to employment. SETA has been the lead agency dealing with administering the federal employment and training funds. SETA is also the lead entity administering the Workforce Investment Act funds (WIA) which replaced the federal Job Training Partnership Act program. WIA creates a system for provision of employment services through a centralized One-Stop approach; in Sacramento the One-Stops are called Sacramento Works Career Centers (SWCC). Twelve of these Centers are located throughout the Sacramento area and are within or in proximity to low-income census tracts including a satellite location provided at the Greater Sacramento Urban League.

While the WIA provides for universal service to all persons, it is logical to assume those low-income and unemployed individuals living in close proximity to the SWCC would best benefit from the host of services provided by the various employment and training partners at the SWCCs. The mandatory Strategic Five-Year Workplan, available from SETA, describes how this system will meet the needs of low-income individuals, public assistance recipients and people with limited English speaking ability.

## NON-HOMELESS SPECIAL NEEDS

### Non-homeless Special Needs

1. *Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).*

### Program Year 5 CAPER Non-homeless Special Needs response:

The 2003-2007 Consolidated Plan funding sources are dedicated to housing (and related services) for low- and moderate-income persons. CDBG funds were used primarily for single-family rehabilitation and homebuyer programs, and HOME funds were primarily used for increasing and improving multi-family housing stock. CDBG and HOME funds also provided funding to maintain affordable housing for certain segments of the population that have difficulty finding decent, affordable housing due to their special needs.

These special-needs populations include but are not limited to the elderly and persons with disabilities. DHA has developed partnerships between state and local governments and community-based non-profits credited for innovative strategies, such as expanding traditional mental health services to include housing for individuals with HIV/AIDS. One particular partnership resulted in the development of the Colonia San Martin Housing Program which will be operated by AIDS Housing Alliance for individuals with HIV/AIDS and their families. About half of the clients are expected to have mental health issues. The 60 unit permanent supportive housing project began construction in 2007 and is expected to be operational by the end of 2008.

### Specific HOPWA Objectives

1. *Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives*  
*Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:*
  - a. *That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;*
  - b. *That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;*
  - c. *That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;*
  - d. *That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;*
  - e. *That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,*
  - f. *That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.*

2. *This should be accomplished by providing an executive summary (1-5 pages) that includes:*
  - a. *Grantee Narrative*
    - i. *Grantee and Community Overview*
      - (1) *A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services*
      - (2) *How grant management oversight of project sponsor activities is conducted and how project sponsors are selected*
      - (3) *A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS*
      - (4) *A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body*
      - (5) *What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations*
      - (6) *Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.*
    - ii. *Project Accomplishment Overview*
      - (1) *A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences*
      - (2) *The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds*
      - (3) *A brief description of any unique supportive service or other service delivery models or efforts*
      - (4) *Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.*
    - iii. *Barriers or Trends Overview*
      - (1) *Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement*
      - (2) *Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and*
      - (3) *Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years*
  - b. *Accomplishment Data*
    - i. *Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).*
    - ii. *Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).*

**Program Year 5 CAPER Specific HOPWA Objectives response:**

**Not applicable**

**OTHER NARRATIVE**

*Include any CAPER information that was not covered by narratives in any other section.*

**Program Year 5 CAPER Other Narrative response:**

**Not applicable**