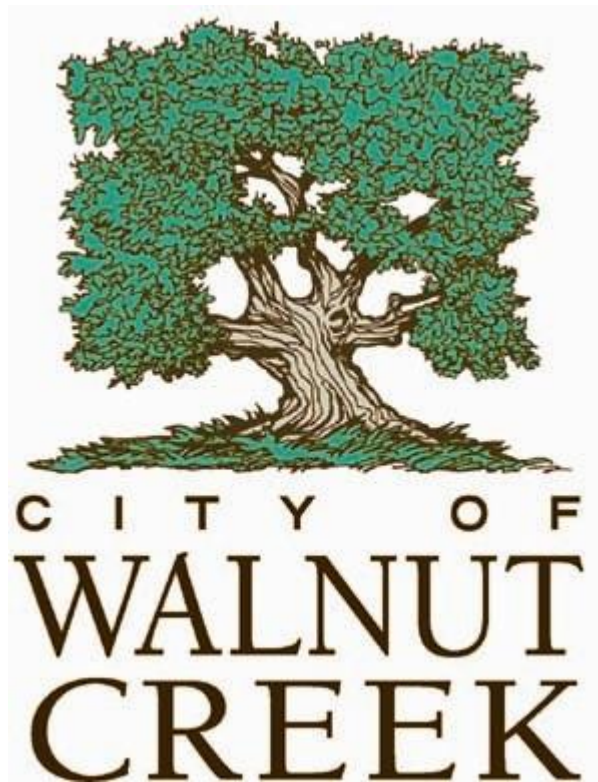


2014-2015

Annual Action Plan



*The fifth of five Annual Action Plans under the Contra
Costa Consortium Consolidated Plan for 2010-2015*

TABLE OF CONTENTS

SECTION ONE: Annual Action Plan

Executive Summary	1-5
Introduction	6
Citizen Participation	8
Geographical Distribution	9
Priority Needs	10
Available Resources	12
Funded Activities – Housing	13
Funded Activities – Community Development	15
Homeless and Other Special Needs	17
Barrier Reduction	21
Poverty Reduction	22
Fair Housing Activities	23
Program Monitoring	25
Lead Based Paint Hazards	26
Developing Institutional Structures	27
Public Comments	28

SECTION TWO: Attachments

Census Maps	A (1-6)
Neighborhood Map	A1
Low-Mod Concentration	A2
Persons w/Disabilities	A3
Minority Concentration	A4
Non-English Speaking	A5
Over 65 Years of Age	A6
Priority Needs Table – Consortium	B (1-3)
Special Needs Populations	B1
Housing Needs/Activities	B2
Community Development	B3
Lead Hazard Estimate Table	C
High Priority Needs List	D
CDBG Funding Chart	E
CSG Funding Chart	F
Public Notice	G
Certifications	H

EXECUTIVE SUMMARY

Introduction

Through the Department of Housing and Urban Development, the City of Walnut Creek receives Community Development Block Grant funds to carry out a wide range of community development activities directed toward revitalizing neighborhoods and developing viable urban communities by providing decent housing, a suitable living environment and expanding economic opportunities for low- and moderate-income households. The priority needs for the City of Walnut Creek, and the strategy and objectives to address those needs are detailed in the Contra Costa Consortium's Five-Year Consolidated Plan. This 2014-2015 Annual Action Plan covers the fifth of the five program years discussed in the Consolidated Plan.

Priority Needs

The priority needs, objectives and strategies detailed in the Consolidated Plan, and developed through a process of conducting focus group meetings, soliciting public input, researching census data, and reviewing housing and community development analyses include priorities related to affordable housing, including special needs housing and housing for the homeless; and community development needs, including public services, economic development, and infrastructure and public facility improvements. Objectives for meeting the priority affordable housing needs can be found in Attachment D.

Resources Available

For the fiscal year 2014-2015, the City anticipates that approximately \$9 million will be available for local affordable housing programs, community services, and economic development, including \$262,215 of federal resources. The City will have an estimated \$7.5 million of affordable housing impact and commercial linkage fees, \$295,000 from the General Fund, \$550,000 from the State BEGIN program; and the remaining amount will come from loan repayments, bond revenue and interest earnings.

The City anticipates that \$188,000 will be used to provide public/social services to the City's lowest income residents (\$38,000 from CDBG); \$25,000 will be used for economic development activities; and the remaining amounts will support the City's Affordable Housing Programs; including acquisition/new construction; first time homebuyer assistance, home rehabilitation, and fair housing services.

In the fiscal year 2014-2015 the anticipated uses of CDBG funds include the following: \$116,108 for the City's Home Rehabilitation Loan and Emergency Grant program; \$38,000 for public services; \$25,000 for economic development activities and \$46,443 for program administration. The City supplements the public service portion of the CDBG program with \$70,000 from the General Fund. If additional CDBG funds become available, either

through an increase in the entitlement allocation or through program income, those funds will be allocated to the City's affordable housing program and/or public facilities improvements.

COMMUNITY DEVELOPMENT BLOCK GRANT RECOMMENDED USES –2014-2015		
Funded Activity	Priority Need	Amount
Economic Development		
Contra Costa Child Care Council, Road to Success	CD-6	\$ 10,000
Workforce Development Board, Small Business Management	CD-6	\$ 15,000
Economic Development Subtotal		\$ 25,000
Public Services		
Anka Behavioral Health, Inc., HOPE Plus	H-1	\$ 5,000
Contra Costa Health Services, Adult Interim Housing Program	H-1	\$ 5,000
Eden Council for Hope and Opportunity, Tenant/Landlord Services	CD-1	\$ 5,500
Eden Council for Hope and Opportunity, Fair Housing Services	AH-5	\$ 6,000
Senior Legal Service, Legal Services for the Elderly	CD-2	\$ 6,500
St. Paul's Episcopal Church, Trinity Center	H-1	\$ 10,000
Public Services Subtotal		\$ 38,000
Administration and Fair Housing		
City of Walnut Creek, Program Administration	CD-8	\$ 46,443
Administration Subtotal		\$ 46,443
Affordable Housing		
(Note- AH Category is described in previous section, but listed here b/c it is funded through CDBG)		
Neighborhood Preservation Program, City of Walnut Creek Home Rehab Loan Program	AH-2	\$ 116,108
City of Walnut Creek Housing Programs	AH-1,2	\$ 36,664*
Affordable Housing Subtotal		\$ 152,772
CDBG Total – All Categories		\$ 262,215

COMMUNITY SERVICES GRANT PROGRAM – 2014-2015		
Funded Activity	Priority Need	Amount
Public Services		
Contra Costa Crisis Center, 211 / Homeless Hotline	CD-1	\$ 8,000
Community Violence Solutions, Child Sexual Assault Intervention	CD-1	\$ 5,000
Lions Center for the Visually Impaired, Independent Living Skills	CD-2,4	\$ 5,500
Monument Crisis Center, Nutritional Resources for Low Income Persons	CD-1	\$ 5,000

Ombudsman Services of Contra Costa, Ombudsman Services	CD-2	\$ 7,000
Senior Outreach Services, Meals on Wheels	CD-2	\$ 18,000
Shelter Inc., Homeless Prevention	H-2	\$ 5,000
STAND! Against Domestic Violence	CD-4	\$ 5,000
Rainbow Community Center, Kind Hearts Community Support	CD-3,4	\$ 6,500
The Wellness Community, Cancer Support Workshops	CD-1	\$ 5,000
CSG Total		\$ 70,000

CONTINGENT FUNDING RECOMMENDATIONS – 2014-2015**		
City of Walnut Creek, Affordable Housing Program	AH-1,2	CDBG
City of Walnut Creek, Public Facility/ Infrastructure	CD-7	CDBG
City of Walnut Creek, Program Administration	CD-8	CDBG (up to 20%)

** These programs will be funded if the allocation is higher than anticipated, or if program income is received through residual receipts or loan repayments). Up to 20% of program income may be allocated to Program Administration. The remaining amounts will be committed to the affordable housing programs, to be used for homeowner rehabilitation, rental rehabilitation, or land acquisition for the construction of affordable rental housing.

Homeless and Other Special Needs

In response to the urgent need for not only affordable housing, but also for services to help homeless individuals and families, and to prevent further incidents of homelessness, the City of Walnut Creek is committing CDBG and CSG funds to activities addressing these issues including funding homeless shelters for single adults, prevention services, financial assistance programs, housing counseling, and mental health outreach services. The needs of seniors and persons with disabilities are being met with both federal and local resources through new construction of housing for low-income seniors and a wide array of services targeted to seniors and persons with disabilities (see above chart).

Reducing Barriers to Affordable Housing

The City is committed to reducing barriers to affordable housing development, including reducing parking requirements for affordable housing units, waving traffic mitigation, parkland dedication, and public art fees and property development tax for senior housing, and identifying areas that can be rezoned from commercial to mixed use. The City is currently updating its Housing Element for the 2015-2023 cycle, which includes numerous programs to reduce barriers to and facilitate development of affordable housing.

Reducing the Number of Families Below Poverty

In 2014-2015, the City of Walnut Creek will continue its efforts to reduce the number of families and individuals living in poverty. The City will focus primarily on supporting programs that raise household incomes through economic development activities, job

training and job readiness skills, and increased access to employment opportunities for persons living below the poverty line. To meet this goal, the City plans to use CDBG funds to support a variety of economic development activities, including programs to assist low-income individuals in establishing new businesses.

Fair Housing

In order to address impediments to fair housing, the Contra Costa Consortium developed and updated the Analysis of Impediments to Fair Housing Choice that covers all participating jurisdictions, including Walnut Creek. In response to the recommendations provided in the Analysis, the City of Walnut Creek plans to: allocate federal and local funds for development of new affordable housing for very low income residents; maintain the City's website that includes links to fair housing services providers, information regarding current and future housing developments, information regarding the City's housing programs and a current City rental listing; commit funds to programs that provide fair housing counseling services in multiple languages; enforce the City's Inclusionary and Commercial Linkages Fee ordinances; fund the City's First-Time Homebuyer Assistance and Home Rehabilitation Loan programs; and by participating and hosting homebuyer workshops and seminars, and foreclosure prevention activities.

Evaluation of Past Performance

This is the fourth year of the 2010-2015 consolidated planning period. In the first, second, and third years, the City made significant headway on providing affordable housing for lower income and special needs residents by funding two new affordable housing projects. CDBG, RDA and Housing Impact Fees were committed to Satellite Housing for the acquisition and redevelopment of 4 properties located on the corner of Third Avenue and Baldwin Lane in Walnut Creek. In early 2011, Satellite received planning approvals for 48 units of very-low income multi-family apartments. Construction began in 2013. . The City also purchased a Caltrans site near the Walnut Creek BART station for the development of 10 affordable homeownership units by Habitat for Humanity East Bay. The City committed CDBG funds to partially fund the public utility improvements needed to support housing on the former Caltrans site. In 2012 Habitat broke ground on the 10 unit affordable project, Pleasant Creek Homes. In 2013, the public utility improvements were under construction and are now completed. The homes will be completed in June 2014.

This year the City committed CDBG and housing impact fees to purchase a site in downtown for the development of 30 units of affordable rental housing by Resources for Community Development. An acquisition loan of \$1.7 million to Resources for Community Development closed in early 2014.

With CDBG funds, the City supported the Housing Equity Preservation Alliance, (HEPA) a coalition of housing counseling and legal service agencies committed to assisting families facing foreclosure, and those at risk of foreclosure in Contra Costa County. The HEPA team

offers quarterly workshops for residents throughout Contra Costa County to receive counseling and loan modification assistance.

In the first four years of the planning period, the City also allocated CDBG and local funds for a variety of supportive services, including assistance to victims of abuse, case management for families living in emergency shelters, emergency rent vouchers, and the Contra Costa County Crisis Center 24-hour homeless/211 line. CDBG and CSG funds were used to provide legal counseling, meals, conflict resolution, children's advocacy, disability training, and advocacy to disabled persons, the elderly, persons with HIV/AIDS, abused children, and at-risk youth.

Assistance was also given to support micro-enterprises that result in new job creation, such as the establishment of childcare businesses and/or to assist low-income women to start their own micro-enterprise.

INTRODUCTION

What is the Annual Action Plan?

Background

The City of Walnut Creek receives an annual allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). HUD awards grants to entitlement communities¹ to carry out a wide range of community development activities directed toward revitalizing neighborhoods and developing viable urban communities by providing decent housing, a suitable living environment and expanding economic opportunities for low income households. The priority needs for the City of Walnut Creek, and the strategy and objectives to address those needs, are detailed in the Contra Costa Consortium's Five-Year Consolidated Plan. This 2014-2015 Annual Action Plan covers the third of the five program years discussed in the Consolidated Plan.

The Contra Costa Consortium and the Consolidated Plan

To receive its annual CDBG entitlement grant, a grantee must develop its Consolidated Plan, a comprehensive planning document identifying its priority needs and goals for the federally funded community development and housing programs². The entitlement jurisdictions of Antioch, Concord, Pittsburg, Richmond, Walnut Creek and the Urban County (all other cities and the unincorporated areas) formed the Contra Costa Consortium (Consortium) to prepare the Consortium's Consolidated Plans. The Consolidated Plan is guided by three overarching goals:

- **To provide a suitable living environment** through safe, more livable neighborhoods, greater integration of low- and moderate-income residents throughout Contra Costa County communities, increased housing opportunities, and reinvestment in deteriorating neighborhoods.
- **To expand economic opportunities** through more jobs paying self-sufficiency wages, opportunities for homeownership, development activities that promote long-term community viability, and empowerment of low- and moderate-income persons to achieve self-sufficiency.
- **To provide decent housing** by preserving the affordable housing stock, increasing the availability of affordable housing, reducing discriminatory barriers,

¹ Entitlement communities are central cities of Metropolitan Statistical Areas (MSAs); other metropolitan cities with populations of at least 50,000; and qualified urban counties with populations of at least 200,000 (excluding the population of entitled cities). States distribute the funds to localities that do not qualify as entitlement communities.

² The Consolidated Plan is available for review at Walnut Creek's Community Development Department, or on the City's website, www.walnut-creek.org

increasing the supply of supportive housing for those with special needs, and transitioning homeless persons and families into housing.

Components of the 2014-2015 Action Plan

Under the guidance of the Consolidated Plan, each jurisdiction has prepared the fifth of their One-Year Action Plans (2014-2015) for the 2010-2015 planning period. The 2014-2015 Action Plan describes the activities planned for the upcoming program year in relation to the Consolidated Plan's strategies, objectives, and goals. The program year described in the Action Plan begins on July 1, 2014 and ends on June 30, 2015. In accordance with HUD requirements, the 2014-2015 Action Plan includes the following components:

- Citizen participation: A summary of efforts made to broaden public participation in the development of the Consolidated Plan and Annual Action Plan, including outreach to minorities and non-English speaking persons, and persons with disabilities.
- Geographical distribution: A description of the geographic areas of the jurisdiction, including areas of low- and moderate-income concentration, and minority concentration, to which the City will direct assistance during the program year; giving the rationale for the priorities for allocating investment geographically.
- Available funds: A description of the Federal and non-Federal resources expected to be available to address the priority needs and specific objectives identified in the Consolidated Plan.
- Activities to be undertaken: A description of the activities the jurisdiction will undertake during the program year to address priority needs in terms of local objectives identified in the Consolidated Plan.
- Homeless and other special needs activities: Activities the City plans to undertake during the program year to address housing needs of homeless individuals and families, to prevent homelessness, to help homeless persons make the transition to permanent housing and independent living, and to address the special needs of persons who are not homeless.
- Other Actions: Actions planned to take place during the next year to address obstacles to meeting underserved needs, foster and maintain affordable housing, remove barriers to affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.
- Monitoring: Actions that will take place during the next year to monitor housing and community development projects and ensure long-term compliance with program requirements.

- Required Certifications: Affirmatively Further Fair Housing; Anti-displacement Relocation Act; Drug Free Workplace; Anti-Lobbying; Authority of Jurisdiction Consistency with Plan; Section 3; Citizen Participation; Community Development Plan; Follow-up Plan; Use of Funds; Excessive Force; Compliance with Anti-discrimination Law; Compliance with Lead-Based Paint Procedures; Compliance with Laws. (**Attachment H**)

CITIZEN PARTICIPATION

Outreach and Community Meetings

As part of the process for setting priority needs and establishing goals for the Consolidated Plan, the Contra Costa Consortium actively sought input from members of the community, service providers and service consumers. Outreach efforts included focus group and community meetings, service provider consultations, and an online survey. The City of Walnut Creek hosted one of the five focus group meetings conducted to discuss the county's housing and community development needs. All public meetings made use of a live polling technology (Turning Point) to document the audience response to priority of identified housing and community needs. The focus group meetings and online survey were advertised in the Contra Costa Times, and the City of Walnut Creek posted invitations to the focus group on its website. All current grantees were emailed invitations to the focus groups and encouraged to outreach to their consumers. Invitations were mailed to the Consortium's CDBG mailing list. A week prior to the meetings, service providers were contacted by City staff and reminded of the upcoming focus groups.

Outreach to minorities and non-English speaking persons

Many of the service providers and organizations funded through the City of Walnut Creek provide services that are targeted to the city's minority and non-English speaking population. These organizations have bilingual capabilities and offer services in multiple languages. The online survey developed for the Consolidated Plan process was available to the public in both English and Spanish; and through the service providers, non-English speaking persons were encouraged to provide feedback.

The City of Walnut Creek and other Consortium members continue to research minority publications and outlets in order to reach all Contra Costa County communities. The Consortium's mailing list for the distribution of information concerning CDBG programs and potential contracting opportunities includes representatives of minority and other disadvantaged groups in Contra Costa County as well as representatives of minority and women-owned businesses. These organizations include, but are not limited to the following: the NAACP; Familias Unidas; Pacific Community Services, Bay Area Legal Aid; Chinese American Political Association; Filipino Chamber of Commerce of Contra Costa County; Hispanic Chamber of Commerce of Contra Costa County; National Association of Minority

Contractors – Northern California; San Francisco/Oakland Minority Business Development Center; Chinese American Chamber of Commerce; and the Coalition of Bay Area Women Owned Businesses.

Public Hearings

Each jurisdiction in the Contra Costa Consortium administers their CDBG funds on a two or three year cycle. Citizens were invited to comment on the activities being considered for funding for the 2012-2013, and 2013-2014 program years at a public hearing held on March 6, 2012. On February 5th, a hearing notice was published in the Contra Costa Times, in City Hall, and on the City's website. All Community Development Block Grant (CDBG) and Community Service Grant (CSG) applicants were invited to speak at the public hearing and were provided with the hearing agenda, schedule and speaking instructions via mail and email. The second year of funding (2013-2014) is contingent upon fund availability and program performance.

In January, 2013 the Consortium decided to extend the funding cycle to include a third year, and the last year of the consolidated planning period. This was done with the intention of staying true the goals and priorities established for the consolidated plan period. Future funding cycles for the Consortium will alternate between a two and three year funding cycle. In May, 2013 the public was invited to a public hearing to comment on the 2013-2014 Annual Action Plan, as well as on the third year extension of the funding cycle.

The City of Walnut Creek began the 30-day public comment period for the Annual Action Plan (this document) on March 14, 2014. Drafts of the Action Plan were available through the City's Website and at the Community Development counter of City Hall. The City held a public hearing on April 15, 2014. Notices for the public comment period and public hearing were posted in the Contra Costa Times, in City Hall, and on the City's website.

GEOGRAPHICAL DISTRIBUTION

The City of Walnut Creek consists of ten primary neighborhood areas.³ The Downtown area of Walnut Creek has the highest concentration of non-English speaking households. The Northwest and Downtown neighborhoods share the highest concentrations of minority households. North Ygnacio Valley, Downtown, Rossmoor and parts of South Ygnacio Valley have the highest concentrations of low- to moderate-income households. Rossmoor houses the highest percent of persons over age 65 and persons with disabilities. Refer to **Attachment A** for neighborhood and demographic maps of Walnut Creek.

³ Rossmoor, Sarnap, Northwest Walnut Creek, Downtown, Southwest Walnut Creek, South East Walnut Creek, Las Lomas, North Ygnacio Valley, South Ygnacio Valley, Valley Vista and Woodlands.

The CDBG and CSG funds are awarded to projects and programs on a competitive allocation basis. The Contra Costa Consortium operates on a two to three-year funding cycle, and A Notice of Funding Availability was sent to over 700 public agencies, affordable housing developers, community-based organizations and interest groups active in the Consortium area and that serve primarily lower income or special needs persons. Applicants were required to describe the community need(s) met by their activities and to specify their target population(s). Applications are reviewed and projects are funded based on several criteria including the project's ability to reach and serve its target population. All CDBG and CSG funded activities are available and easily accessible to lower income Walnut Creek residents throughout the City. Projects that target their resources to the underserved and high-need areas of the City are prioritized for funding.

Affordable housing projects in the City of Walnut Creek are targeted to areas suitable for multi-family developments and transportation-accessible living.

PRIORITY NEEDS

National Objectives

The national objectives for the Community Development Block Grant are to develop viable urban communities by 1) providing decent housing; 2) providing a suitable living environment; and 3) expanding economic opportunities, principally for low-and moderate-income persons. As mentioned earlier, these are the overarching goals that guide the Five-Year Consolidated Plan.

Consortium Priority Needs

Through the Consolidated Plan Process, the Contra Costa Consortium developed a comprehensive list of priority housing and community development needs for the entire consortium area⁴. The focus groups and communities meetings provided critical input for prioritizing the housing and community needs. In addition, each consortium jurisdiction completed the HUD mandated Priority Needs Table that addresses the housing and community development needs for its low- and moderate-income residents (**see Attachment B**). The Priority Needs table ranks and quantifies each jurisdiction's particular priority need as a high, medium, or low priority. A high priority means that a jurisdiction anticipates expending some federal funding to address the need within the five-year planning period. A medium priority means the jurisdiction may expend federal funds, if available, to address the need, but will support the activity's search for other funding. Low priority means that the jurisdiction does not anticipate expending any federal funds, but will support the activity. Combined, the Priority Needs Tables from all the jurisdictions (**see Attachment B**)

⁴ Consortium area includes the cities of Antioch, Concord, Pittsburg, Richmond, Walnut Creek and the Urban County.

were used to develop the Consortium's Five Year Strategy, summarizing the Consortium's high priority needs (see **Attachment D**) for the Plan period.

The Consortium's Consolidated Plan included eight objectives for meeting priority needs relating to affordable housing programs and projects, two objectives for meeting priority needs related to homelessness, and eight objectives for meeting priority needs relating to non-housing community development activities and projects. All activities within the Consortium area that will receive federal funding during the Plan period should address one or more of these seventeen priority needs. Listed below are the objectives for meeting priority housing and community development priority needs identified in the Consolidated Plan:

HOUSING

Affordable Housing

AH-1: Expand housing opportunities for extremely low-income, very low-income, low-income, and moderate-income households through an increase in the supply of decent, safe, and affordable rental housing and rental assistance.

AH-2: Increase homeownership opportunities for lower-income households.

AH-3: Maintain and preserve the existing affordable housing stock.

AH-4: Reduce the number and impact of home foreclosures.

Special Needs Housing

AH-5: Increase the supply of appropriate and supportive housing for special needs populations.

AH-6: Preserve existing special needs housing.

AH-7: Adapt or modify existing housing to meet the needs of special needs populations.

AH-8: Improve access to services for those in special needs housing.

Assisting the Homeless

H-1: Assist the homeless and those at risk of becoming homeless by providing emergency, transitional, and permanent affordable housing with appropriate supportive services.

H-2: Reduce the incidence of homelessness and assist in alleviating the needs of the homeless.

COMMUNITY DEVELOPMENT

Public Services

CD-1 General Public Services: Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as substance abuse, hunger and other issues.

CD-2 Seniors: Enhance the quality of life of senior citizens and frail elderly, and enable them to maintain independence.

CD-3 Youth: Increase opportunities for children/youth to be healthy, succeed in school, and prepare for productive adulthood.

CD-4 Non-Homeless Special Needs: Ensure that opportunities and services are provided to improve the quality of life and independence for person with special needs, such as disabled persons, battered spouses, abused children, persons with HIV/AIDS, illiterate adults, and migrant farm workers.

CD-5 Fair Housing: Continue to promote fair housing activities and affirmatively further fair housing.

Economic Development

CD-6 Economic Development: Reduce the number of persons with incomes below the poverty level, expand economic opportunities for very low- and low-income residents, and increase the viability of neighborhood commercial areas.

Infrastructure/Public Facilities

CD-7 Infrastructure and Accessibility: Maintain quality public facilities and adequate infrastructure, and ensure access for the mobility-impaired by addressing physical access barriers to public facilities.

Administration

CD-8 Administration: Support development of viable urban communities through extending and strengthening partnerships among all levels of government and the private sector, and administer federal grant programs in a fiscally prudent manner.

AVAILABLE RESOURCES

To Meet Affordable Housing and Community Development Needs

For the fiscal year 2014-2015, the City anticipates that approximately \$9 million will be available for local affordable housing programs, community services, and economic development, including \$262,215 of federal resources. The City will have an estimated \$7.5 million of affordable housing impact and commercial linkage fees, \$295,000 from the General Fund, \$550,000 from the State BEGIN program; and the remaining amount will come from loan repayments, bond revenue and interest earnings.

The City anticipates that \$188,000 will be used to provide public/social services to the City’s lowest income residents (\$38,000 from CDBG); \$25,000 will be used for economic development activities; and the remaining amounts will support the City’s Affordable Housing Programs; including acquisition/new construction; first time homebuyer assistance, home rehabilitation, and fair housing services.

In the fiscal year 2014-2015 the anticipated uses of CDBG funds include the following: \$116,108 for the City’s Home Rehabilitation Loan and Emergency Grant program; \$38,000 for public services; \$25,000 for economic development activities and \$46,443 for program administration. The City supplements the public service portion of the CDBG program with \$70,000 from the General Fund. If additional CDBG funds become available, either through an increase in the entitlement allocation or through program income, those funds will be allocated to the City’s affordable housing program and/or public facilities improvements.

ANTICIPATED SOURCES/USES 2014-2015		
Source	Use	Amount Available
Federal - CDBG	Public Services	\$ 38,000
Federal – CDBG	Economic Development	\$ 25,000
Federal – CDBG	Home Rehab Program	\$ 116,108
Federal – CDBG	Program Administration	\$ 46,443
Local – Impact Fees	New Construction/Acq (reserves)	\$ 7,500,000
Local – Impact Fees	First Time Homebuyer Assistance	\$ 300,000
Local – IZ Admin Reserve	Program Administration	\$ 131,639
Local – CSG	Public Services	\$ 70,000
Local – Crisis Counselors	Public Services	\$ 80,000
Local – Personnel	Program Administration	\$ 138,000
Local – Housing Successor	Program Administration	\$ 47,037
Low-Mod Housing Fund	Home Rehab Program	\$ 65,000
BEGIN – State	First Time Homebuyer Assistance	\$ 550,000
	Total	\$ 9,107,227

FUNDED ACTIVITIES – HOUSING

Housing Activities

The City is committed to increasing opportunities for affordable housing within the city. In recent years the City has made significant progress toward ensuring the continued development of affordable housing. The City has had Inclusionary Zoning since 2004. All

new residential projects must pay a housing impact fee that is restricted to the creating and preservation of affordable housing. In certain circumstance, a residential project may provide affordable units on-site.

Further progress was made in 2005 when the City Council adopted a Commercial Linkage Fee⁵ requiring all commercial developments to pay a \$5 per square foot fee on net new development.

In the last seven years, the City has committed significant local, (former) Redevelopment Agency, and CDBG funds towards the acquisition and construction of very-low income rental units. Projects funded during this time include Acalanes Court (17 units family housing, completed), Casa Montego II (33 units senior housing, completed), Villa Vasconcellos (70 units of senior housing, completed), Third Avenue Apartments (48 units, approved), and Pleasant Creek Homes (10 units, under construction), and Riviera Family Apartments (30 units, under review).

Habitat for Humanity's Pleasant Creek Homes project is currently under construction and consists of 10 ownership units affordable to very-low, low, and moderate income households. The buyers for the 8 low and very-low income units have been selected, and the marketing for the moderate income units is underway. The project is expected to be completed by June, 2014. In addition to RDA, CDBG, HOME, and local funds, the project also received a \$550,000 grant from the State BEGIN program.

Third Avenue Apartments is currently under construction and is being developed Satellite Affordable Housing Associates. Third Avenue Apartments will be targeted to extremely-low and very-low income households.

In February 2014, the City expended CDBG and local funds towards the acquisition of 1515 Riviera Avenue, which is being developed by Resources for Community Development and will consist of 30 rental units affordable to very low- and extremely low- income households. The City is currently accumulating reserve funds and hopes to be able to commit more local funds to land acquisition during the 2014-2015 program year.

As shown in the above table, in the Program Year 2014-2015, the City plans to use available funds to support affordable housing acquisition and construction, first-time homebuyer assistance and homeowner rehabilitation.

The City's First-Time Homebuyer Assistance Program⁶ is expected to provide four to six loans to low- and moderate-income households for assistance in purchasing a new home.

⁵ For more information on the City's Inclusionary Ordinance and Commercial Linkage Fee, refer to the City's website at www.walnut-creek.org.

⁶ For eligibility and program information on the City's housing programs, please visit the website at www.walnut-creek.org, or call the Community Development Department at 925-943-5899 x2208.

The City anticipates providing between five and seven loans and emergency grants through the Home Rehabilitation Loan Program⁶ to low- and moderate-income households.

FUNDED ACTIVITIES – COMMUNITY DEVELOPMENT

Decision Making Process

The City Council appointed the Council Housing Committee to review all applications for CDBG and CSG funds and make recommendations to the full Council. In March, 2012 the Committee reviewed all 2012-2015 applications and evaluated each of them for consistency with both National Objectives and local priorities and objectives. The Committee held a public hearing on March 6, 2012 at which time applicants made brief presentations about the need for their services and the merits of their programs. The Committee met after the Public Hearing and prepared its draft funding recommendations for the full Council. The Committee's recommendations for the first year of funding are extended to the second and third year (14-15) contingent upon funding availability and performance.

In March of 2014, the Council Housing Committee reviewed the funding plan for 2014-2015 and recommended it for approval by the full Council. **On April 15, 2014 the Council approved this Annual Action Plan document.** The funding plan includes a flat funding for current grantees (with the exception of one program which withdrew their renewal application), as well as an allocation for the housing programs from available funds through program income. Those funds can be used towards acquisition, rehabilitation, or new construction. In addition, the 2014-2015 funding plan includes \$10,000 for Trinity Center (homeless multi-service community center).

Funded Projects

With CDBG⁷ and CSG funds, the City plans to fund public service, economic development, and fair housing activities that serve low- to moderate-income persons as well as services for persons with special needs, such as seniors, persons with disabilities, homeless persons, youth, abused children, victims of domestic violence, victims of sexual violence, people with cancer and those infected with HIV/AIDS. The following table summarizes the programs and projects that will receive funding from the CDBG and CSG grants for the 2014-2015 Program Year. Further information regarding these activities will be provided in the next section of the Action Plan. Each grant is summarized separately, with all CDBG categories summarized first, followed by the public services funded through CSG. For a complete

⁷ Referring only to the non-housing portion of CDBG funds, which includes public services, economic development, public facilities and program planning.

description of funded programs, including the National Objectives, eligible activities and program beneficiaries, please refer to **Attachments E and F**.

COMMUNITY DEVELOPMENT BLOCK GRANT RECOMMENDED USES –2014-2015		
Funded Activity	Priority Need	Amount
Economic Development		
Contra Costa Child Care Council, Road to Success	CD-6	\$ 10,000
Workforce Development Board, Small Business Management	CD-6	\$ 15,000
Economic Development Subtotal		\$ 25,000
Public Services		
Anka Behavioral Health, Inc., HOPE Plus	H-1	\$ 5,000
Contra Costa Health Services, Adult Interim Housing Program	H-1	\$ 5,000
Eden Council for Hope and Opportunity, Tenant/Landlord Services	CD-1	\$ 5,500
Eden Council for Hope and Opportunity, Fair Housing Services	AH-5	\$ 6,000
Senior Legal Service, Legal Services for the Elderly	CD-2	\$ 6,500
St. Paul’s Episcopal Church, Trinity Center	H-1	\$ 10,000
Public Services Subtotal		\$ 38,000
Administration and Fair Housing		
City of Walnut Creek, Program Administration	CD-8	\$ 46,443
Administration Subtotal		\$ 46,443
Affordable Housing		
(Note- AH Category is described in previous section, but listed here b/c it is funded through CDBG)		
Neighborhood Preservation Program, City of Walnut Creek Home Rehab Loan Program	AH-2	\$ 116,108
City of Walnut Creek Housing Programs	AH-1,2	\$ 36,664*
Affordable Housing Subtotal		\$ 152,772
CDBG Total – All Categories		\$ 262,215

COMMUNITY SERVICES GRANT PROGRAM – 2014-2015		
Funded Activity	Priority Need	Amount
Public Services		
Contra Costa Crisis Center, 211 / Homeless Hotline	CD-1	\$ 8,000
Community Violence Solutions, Child Sexual Assault Intervention	CD-1	\$ 5,000
Lions Center for the Visually Impaired, Independent Living Skills	CD-2,4	\$ 5,500
Monument Crisis Center, Nutritional Resources for Low Income Persons	CD-1	\$ 5,000
Ombudsman Services of Contra Costa, Ombudsman Services	CD-2	\$ 7,000

Senior Outreach Services, Meals on Wheels	CD-2	\$ 18,000
Shelter Inc., Homeless Prevention	H-2	\$ 5,000
STAND! Against Domestic Violence	CD-4	\$ 5,000
Rainbow Community Center, Kind Hearts Community Support	CD-3,4	\$ 6,500
The Wellness Community, Cancer Support Workshops	CD-1	\$ 5,000
CSG Total		\$ 70,000

CONTINGENT FUNDING RECOMMENDATIONS – 2014-2015**		
City of Walnut Creek, Affordable Housing Program	AH-1,2	CDBG
City of Walnut Creek, Public Facility/ Infrastructure	CD-7	CDBG
City of Walnut Creek, Program Administration	CD-8	CDBG (up to 20%)

** These programs will be funded if the allocation is higher than anticipated, or if program income is received through residual receipts or loan repayments). Up to 20% of program income may be allocated to Program Administration. The remaining amounts will be committed to the affordable housing programs, to be used for homeowner rehabilitation, rental rehabilitation, or land acquisition for the construction of affordable rental housing.

All activities will be accomplished during the program year. All activities funded with CDBG and CSG funds will benefit primarily lower income persons consistent with the primary CDBG program objective.

HOMELESS AND OTHER SPECIAL NEEDS

Homeless

Homelessness is a countywide problem, and the transient nature of the homeless community makes it difficult to account for an individual jurisdiction’s homeless population. Over 15,000 people experience homelessness each year in Contra Costa. An additional 17,000 households are estimated to have extremely low-incomes and are at risk of homelessness. The Consortium recognizes the critical nature of homelessness throughout the county, and has ranked ending and preventing homelessness as one of its highest priorities.

In January, 2011 the Contra Costa Continuum of Care Council organized a point-in-time homeless count in Contra Costa County. The count found 1,490 people living outdoors in Contra Costa and 2,784 people were counted by shelters. Some notable findings of the 2011 homeless count include the following: 1) the 2011 homeless count found a 20% decrease since 2009 in unsheltered homeless persons, 2) 69% of unsheltered homeless persons live in encampments, and 3) the number of families with children accessing services has increased by approximately 32%

In Walnut Creek, the point in time homeless count found 77 unsheltered persons living on the streets, the majority of whom were living in encampments.

In prioritizing ending and preventing homelessness, the Consortium is aware that homelessness results from more than just the lack of affordable housing. Though housing is a critical part of the solution, additional aspects of homelessness need to be addressed simultaneously. Systemic breakdowns such as the lack of affordable housing; cutbacks in health, mental health and substance abuse services; the lack of living wage employment opportunities; and the lack of other key services such as affordable child care, transportation and education combined with personal hardships such as: generational poverty; lack of family and social networks; lack of education and job skills; domestic violence or divorce; serious illness; and substance abuse or mental health conditions render individuals and families extremely vulnerable to episodes of homelessness.

In response to the urgent need for not only affordable housing, but also for services to help homeless individuals and families, and to prevent further incidents of homelessness, the City of Walnut Creek is committing CDBG and CSG funds to activities addressing these issues. The City is committing funds to the **Emergency Shelter for Single Adults** in Contra Costa County, which expects to shelter 10 Walnut Creek residents during the program year; to **HOPE Plus**, an outreach project that will provide integrated health, mental health and substance abuse services to 14 homeless people suffering from mental health and substance abuse disorders in Walnut Creek; and to **Shelter Inc.'s Emergency Housing and Homeless Services** program that will provide critical one-time financial assistance to 35 Walnut Creek residents for move-in costs, past due rent and mortgage payments, housing counseling, and resource and referral services.

The City will continue to provide CDBG and CSG grants to public service agencies focusing on the intervention/prevention of homelessness and institutionalization. **STAND! Against Domestic Violence** will receive CSG funds to assist 80 Walnut Creek residents who are victims of domestic violence. The **Monument Crisis Center** will receive CSG funding to distribute food to 60 low-income seniors, homeless seniors, and adults with disabilities. The City is continuing to fund the **Contra Costa Crisis Center** that operates the homeless hotline and serves as the access point for all County emergency shelters. Many of the CDBG/CSG funded activities targeted toward seniors also assist in the prevention of homelessness and institutionalization by making it possible for seniors and frail elderly Walnut Creek residents to remain in their homes longer.

On October 31, 2012, Fresh Start, a local homeless multi-service center ceased its operations. Fresh Start operated in partnership with St. Paul's Episcopal Church in Walnut Creek. St. Paul's, committed to maintaining services to the local homeless community, re-opened the center as Trinity Center. Trinity Center officially opened its doors on November 1, 2012, offering a safety net for the local homeless population by providing hot meals,

clothing, phone and mail access, laundry and shower facilities, and case management services every Tuesday and Thursday. The center also offers homeless prevention services to residents at risk of becoming homeless by providing one-time rent and utility assistance, short-term rent subsidies, and case management services. Long term plans for the Center include expanding hours of operation to five days a week, facility improvements and upgrades, and increased service provision.

Midyear in 2012-2013, City Council approved a grant for Trinity Center from CDBG and CSG funds and another grant for 2013-2014 for \$10,000. For the 2014-2015 year, Trinity Center's grant will be renewed for \$10,000. Trinity Center anticipates serving at least 100 Walnut Creek homeless clients during the program year.

The Walnut Creek Police Department and Housing staff communicate with Trinity Center, and other homeless service providers, residents, and the homeless, to resolve any issues in a peaceful, non-threatening manner. The Police Department spearheaded a collective between the services providers, the PD, city staff, local businesses and homeless representatives in order to collaborate efforts to address the needs of the homeless and the impact of encampments on the community. The group meets quarterly and is currently being coordinated by Trinity Center.

The City's Housing Program staff strives to maintain contact with the County service providers to learn the needs of the homeless and has facilitated meetings between homeless representatives and City management. In Spring of 2004, Consortium members, other public agencies, and private service providers adopted a countywide plan to end homelessness in ten years.⁸ Since then, City staff has participated in the process of implementing the ten-year plan by attending monthly Homeless Inter-Jurisdictional Inter-Departmental Workgroup (HIJIDWG) meetings.

In 2007, HIJIDWG and the Homeless Continuum of Care Board (CoCB) merged into one group: the Contra Costa Interagency Council on Homelessness (CCICH). CCICH is charged with providing a forum for communication and coordination about the overall implementation of the county's Ten Year Plan to End Homelessness and providing advice and input on the operations of homeless services, program operations, and program development efforts. CCICH provides a forum for orchestrating a vision on ending homelessness in Contra Costa County, educating the community on homeless issues, and advocating on federal, state, county and city policy issues affecting people who are homeless or at-risk of homelessness. City staff regularly attends the quarterly CCICH meetings. This year, CCICH is beginning the process of developing a new Plan to End Homelessness in Ten Years.

⁸ To view the Countywide plan to end homelessness in ten years, visit the city of Walnut Creek website at www.walnut-creek.org.

Foreclosure Crisis

Over the past five years, the city worked closely with neighboring jurisdictions to mitigate the impact of predatory lending and the current foreclosure crisis. In the fall of 2007, housing staff from the City of Walnut Creek, Contra Costa County, and the City of Richmond convened a series of meetings regarding the region's increasing difficulties with the sub-prime mortgage crisis and the rapidly increasing number of home foreclosures. The jurisdictions met with all of the non-profit agencies countywide that are providing home loan counseling and low cost legal services. The agencies reported tremendous increases in calls for assistance due largely to calls for mortgage counseling, and difficulty in staffing their homeowner counseling functions due to the increase in demand.

As a result of these discussions, the non-profit organizations have come together into a collaborative called HEPA (Home Equity Preservation Alliance) to provide coordinated services more effectively and efficiently than if the agencies worked independently. The HEPA Collaborative received CDBG funding from the Cities of Walnut Creek, Antioch, Richmond and Contra Costa County for the previous funding cycle, as well as the first two years of this funding cycle (2014-2014). Over the past two years, the number of Walnut Creek residents utilizing the services and attending workshops slowly decreased, and due to the current low levels of service provision in the City, the HEPA program withdrew their application from the City of Walnut Creek. For the 2014-2015 program year, the HEPA program will not be funded through the CDBG program.

Seniors

According to the 2010 U.S. Census, seniors (65+) account for 27 percent of Walnut Creek's population (over 17,000 persons), and seniors head approximately 33 percent of the households. Seniors are faced with a unique cross-section of needs that include healthcare needs, transportation, food provision, mental health services, legal services, financial assistance, companionship, and mobility assistance. Many seniors are vulnerable because they have limited incomes, disabilities, and rising health care expenses. Thirty-five percent of senior households in Walnut Creek earn low-incomes.

During the past five years, the City has committed significant federal and local dollars to new construction for low-income senior housing. In 2007, Villa Vasconcellos, 70 units of very-low income senior housing was completed. With over 500 applications received, Villa was fully leased up by May of 2008. The City also committed significantly to Casa Montego II, 33 units of very low-income senior housing, which was fully leased up in 2009. Additional CDBG and CSG funds are committed to public service agencies providing services to Walnut Creek's low-income seniors.

In 2014-2015 CDBG and CSG funds will support Senior Outreach Services **Meals On Wheels** program that provides nutritious meals and health assessments to over 200 of

Walnut Creek's homebound elderly. Grant funds will also support the **Ombudsman Services of Contra Costa County** and **Contra Costa Senior Legal Services**.

Other Needs

The City plans to fund several agencies providing services to persons with disabilities, youth, substance abusers and persons with HIV/AIDS. With the assistance of CDBG and CSG funds, **Community Violence Solutions**, **Child Sexual Assault Intervention Program**; serving walnut creek children who are victims of sexual assault; **The Rainbow Community Center's Kind Hearts Community Support Program**, serving the needs of the Lesbian, Gay, Bisexual and Transgender (LGBT) community by providing meals, food pantry services, wellness calls and home visits to LGBT seniors and persons with HIV/AIDS; and the **Cancer Support Community's Cancer Support Services**, providing workshops, support groups and educational opportunities to cancer patients and their families.

REDUCING BARRIERS TO AFFORDABLE HOUSING

The City of Walnut Creek is implementing policies to reduce barriers to affordable housing. In 2005, the City established a reduction in parking requirements for affordable housing units and units that are near public transportation. The City already waives traffic mitigation fees, parkland dedication fees and public art fees for affordable housing and property development tax for senior housing. The City is faced with a voter initiative entitled Measure A, enacted in 1985, which limits building heights throughout the City. However, the City's density bonus ordinance, adopted in 2009, will allow developers to request concessions when building affordable units, including concessions related to height limits. Through the General Plan update, the City identified sites where housing could be provided to place on a future ballot measure for a height increase. The General Plan also identifies areas of the city that may be rezoned from commercial to mixed-use, to encourage residential over commercial development.

By adopting the Inclusionary Zoning Ordinance, the City ensures that new affordable ownership units are built along side market rate units. The City revised the policy in 2010 to require fees to be paid for rental housing development and allow fees to be paid for ownership developments of any size for a two-year period. This was in part a response to court decisions related to inclusionary housing as well as recessionary relief measures. In lieu fees collected through the Inclusionary and Commercial Linkage Fee ordinances allow the City to encourage and support the development of housing affordable to very low-income residents.

Housing Element

The City's 2009-2014 Housing Element was certified by the State of California in early 2010. The current Housing Element incorporates the new regional housing goals for that period, and includes a number of new policies and programs including: developing new zoning

designations consistent with newly established Mixed Use Land Use categories; revising the inclusionary ordinance to include fines or penalties, and consider increasing the affordability requirement; encourage sweat equity projects such as Habitat for Humanity; allocating additional RDA resources to affordable housing; encouraging a Shared Housing Program that would match property owners with vacant rooms to tenants; considering a policy to waive fees for transitional and emergency shelter; working to develop a winter nights shelter; developing a policy to provide reasonable accommodations to persons with disabilities seeking fair access to housing; developing policies to reduce green house gas emissions; developing a program to ensure long-term preservation of Section 8 contract units; assisting homeowners who may be at risk of foreclosure; and considering developing a rental inspection program for multifamily rental units.

The public review draft for the 2015-2022 Housing Element cycle is currently under review and will be going to City Council for a study session in April, 2014. Council adoption of the new Housing Element is expected by October, 2014. The draft 2015-2022 Housing Element includes new programs to address barriers to affordable housing provision.

REDUCING THE NUMBER OF PERSONS BELOW POVERTY LINE

In 2014-2015, the City of Walnut Creek will continue its efforts to reduce the number of families and individuals living in poverty. The City will focus primarily on supporting programs that raise household incomes through economic development activities, job training and job readiness skills, and increased access to employment opportunities for persons living below the poverty line.

To meet this goal, the City plans to use CDBG funds to support a variety of economic development activities. Funded activities include programs to assist low-income individuals in establishing new businesses, and programs designed to teach job skills to under-employed low-income residents.

The City will provide continued funding for the Contra Costa Childcare Council's **Road to Success Program** that offers technical assistance, training and general support leading to the State licensing of Walnut Creek family child care providers. The City will also continue to support the Contra Costa Small Business Development Center's **Small Business Management Assistance** program whose goal is to create and retain jobs for low- to moderate-income people through self-employment and micro-enterprise business expansion.

As mentioned in previous sections of this report, the City funds a variety of public service activities that help improve household income by alleviating various obligatory expenses. Such activities include collaborative food distribution, meals on wheels, legal services for the

elderly; homeless prevention activities and one-time financial assistance services. Additionally, the City uses CDBG funds to support services to prevent and alleviate domestic violence, which often renders women and children impoverished or homeless.

FAIR HOUSING

In 2010, alongside the 2010-2015 Consolidated Plan, the Contra Costa Consortium developed and updated the Analysis of Impediments to Fair Housing Choice that covers all participating jurisdictions. The Walnut Creek City Council approved the updated Analysis of Impediments⁹ (AI) on May 4, 2010. Some of the recommendations relevant to the City of Walnut Creek are as follows:

- Provide assistance to preserve existing affordable housing and to create new affordable housing.
- Offer regulatory relief and incentives for the development of affordable housing.
- Assure the availability of adequate sites for the development of affordable housing.
- Monitor Home Mortgage Disclosure Act (HMDA) data and report significant trends in mortgage lending by race, ethnicity and location.
- When selecting lending institutions for contracts and participation in local programs, member jurisdictions may prefer those with a Community Reinvestment Act (CRA) rating of “Outstanding.” Member jurisdictions may exclude those with a rating of “Needs to Improve,” or “Substantial Noncompliance” according to the most recent examination period published by the Federal Financial Institutions Examination Council (FFIEC).
- Support pre-purchase counseling and homebuyer education programs.
- Support home purchase programs targeted to lower income, immigrant, and minority households.
- Encourage mortgage lenders to responsibly market their loan product to lower income, immigrant, and minority households.
- Support home purchase programs targeted to households who wish to purchase homes in Census Tracts with loan origination rates under 50 percent according to the most recently published HMDA data.
- Encourage mortgage lenders to responsibly market their loan products to households who wish to purchase homes in Census Tracts with loan origination rates under 50 percent according to the most recently published HMDA data.

⁹ To view the Analysis of Impediments to Fair Housing Choice, please visit the City’s website at www.walnut-creek.org.

- Support efforts to educate tenants, and owners and agents of rental properties regarding their fair housing rights and responsibilities.
- Support efforts to enforce fair housing rights and to provide redress to persons who have been discriminated against.
- Support efforts to increase the awareness of discrimination against persons based on sexual orientation.
- Support efforts to educate tenants, and owners and agents of rental properties regarding the right of person with disabilities to reasonable accommodation.
- Support efforts to enforce the right of person with disabilities to reasonable accommodation and to provide redress to person with disabilities who have been refused reasonable accommodation.
- Monitor the incidence of housing discrimination complaints and report trends annually in the CAPER.
- Improve the consistency in reporting of housing discrimination complaints. All agencies who provide this information should do so in the same format with the same level of detail.
- Improve the collection and reporting information on discrimination based on sexual orientation and failure to provide reasonable accommodation to persons with disabilities.
- Adopt formal policies and procedures for persons with disabilities to request reasonable accommodations to local planning and development standards.

During the 2014-2015 program year, the City of Walnut Creek will work towards addressing impediments to fair housing by the following actions:

- By implementing programs and policies in the certified 2009-2014 Housing Element, and in the upcoming 2015-2022 Housing Element
- By allocating federal and local funds for the development of new affordable housing for very-low and low-income residents.
- By funding affordable housing projects located near public transportation. The City is currently partnering with Habitat for Humanity to develop 10 townhomes near Walnut Creek BART, and Satellite Housing for the development of 48 units near the Pleasant Hill BART Station, and Riviera Family Apartments near the Walnut Creek BART Station.
- By maintaining the City's website, which includes links to the websites of fair housing service providers, information regarding current and future housing developments, information regarding the City's housing programs, a current City of Walnut Creek rental listing, and information on foreclosure prevention and assistance.

- By committing CDBG funds to Eden Council for Hope and Opportunity, for the purpose of providing fair housing counseling and tenant/landlord counseling services to Walnut Creek residents.
- By enforcing the City's Inclusionary Zoning and Density Bonus laws, and the Commercial Linkage Fee, which contribute to the development of affordable housing in the City of Walnut Creek.
- By continuing to fund the City's First-Time Homebuyer Assistance Program, and Home Rehabilitation Loan Program.
- By participating in and sponsoring Homebuyer and foreclosure prevention workshops.
- By updating current housing counseling and legal resource and referral lists for connecting residents to the appropriate HUD approved agencies.

PROGRAM MONITORING

Subrecipient Monitoring

The City of Walnut Creek monitors CDBG and CSG grant recipients (subrecipients) and projects to ensure their compliance with program and planning requirements. Monitoring involves review of quarterly invoices and reports as well as agency audit reports. City staff will also perform on-site monitoring of 3-6 subrecipients per year. In addition, monitoring may be conducted in cooperation with or by CDBG staff from other entitlement communities who provide copies of their monitoring reports to the City. The City ensures that the limited clientele National Objective requirements are met for those activities that are not targeted to one of the presumed benefit populations. The Contra Costa Consortium works together to develop a monitoring plan and schedule for the upcoming year.

The Contra Costa Consortium has a comprehensive monitoring form that is used to assess subrecipient compliance with federal regulations. The form is integrated into the Consortium's online data tracking services (City Data Services). Staff review personnel policies, client files, financial files, and accounting policies during on-site monitorings. Any observations, concerns, or findings are immediately addressed through a corrective action plan.

CDBG Individual and Project Loans

For all City loan/grant programs, each borrower is required to provide information in their application regarding their income. This is also true for all tenants in CDBG regulated rental projects. Property managers are required to annually re-certify each tenant in an affordable unit. Third party verifications of income are required for all these housing programs.

Meeting Action Plan and Consolidated Plan Goals

The City of Walnut Creek conducts quarterly assessments of its progress towards meeting the goals set forth in the One-Year Action Plan and Five-Year Consolidated Plan. Housing Division staff who administer the CDBG program meet weekly and discuss all aspects of CDBG administration including progress towards meeting the goals.

The Contra Costa Consortium meets regularly to assess the Consortium's progress toward meeting the goals set forth in the Consolidated Plan, and to ensure program compliance throughout the program year. Regular correspondence among consortium members, and collaborative planning efforts, encourage program compliance and streamlining of subrecipient program monitoring.

Program Compliance

CDBG staff regularly attends HUD sponsored trainings to ensure up to date knowledge of CDBG regulations. Consortium members share information from trainings, particularly when there are changes or updates to regulations, policies and procedures. Staff pays close attention to the timeliness of expenditures to ensure compliance.

Housing Code Compliance

Monitoring

Staff regularly monitors the affordable housing project in the City. Onsite monitoring includes visual inspection of the developments.

Code Enforcement Officer

The City has one full-time Code Enforcement Officer who performs both field and office work involving the enforcement of the City's zoning regulations and nuisance ordinance. The Code Enforcement Officer provides information to the public on nuisance, building code and zoning ordinance requirements and compliance; and provides notification of violations to property owners and achieves compliance by voluntary compliance and when necessary by issuing warnings and citations.

Building Inspection

The City's inspectors ensure housing code compliance through onsite inspection of new developments. The development review process ensures all housing codes are met in the design for residential projects.

LEAD BASED PAINT HAZARDS

The City of Walnut Creek developed a Lead Based Paint Implementation Plan (LBP Plan) that describes the actions to be taken, and the responsibility for compliance with lead based paint abatement regulations (24 CFR 35 and Title X of the Housing and Community Development Act of 1992) under each of its existing affordable housing programs. In particular, any homes constructed prior to 1978 that are assisted through the City's Home

Owner Rehabilitation Grant Program or the City's New Construction/Substantial Rehabilitation Program must be in compliance with lead-based paint abatement requirements.

DEVELOPING INSTITUTIONAL STRUCTURES

City Structure

Federally funded housing and community development activities are administered through the Community Development Department under the supervision of the Housing Division Manager. The Housing Division Manager has overall responsibility for the development of the City's housing plans and policies and plays a lead role in pursuing resources and strategies to implement housing programs including CDBG and redevelopment programs.

Housing Division staff administer the City's First-Time Homebuyer Assistance Program, the Homeowner Rehabilitation Loan and Grant Program, and the New Construction and Rehabilitation Programs for affordable housing. Staff also implements the Inclusionary Housing and Commercial Linkage Fee Ordinances for the development of new workforce housing. The CDBG/Housing Analyst administers the CDBG program and performs a variety of tasks in support of affordable housing including the development of housing policies and securing and administering federal and state housing grants.

As part of the Planning Division of the Community Development Department, the Housing Division Manager and CDBG/Housing Analyst work closely with the City Planners. With the implementation of the Inclusionary and Linkage Fee Ordinances, collaboration between Housing Programs and City Planning has increased significantly, and interdepartmental structures to enhance this collaboration are currently being developed. The Housing Division Manager also supervises Long Range Planning, Transportation Planning, and Code Enforcement.

Developers and Lenders

Nonprofit developers, such as Satellite Housing and Resources for Community Development, have received City subsidies to construct new rental housing affordable to very-low-income households. These projects leverage other lending institutions and banks at a ratio of up to 7 dollars for every city dollar. Private for-profit developers provide 10% of new units for either moderate or low-income households.

The City of Walnut Creek collaborates and trains local lenders to administer the City's First-Time Homebuyer Assistance Program. City staff review and approve buyers who have been pre-approved by the program lenders.

Public Service Providers

The CDBG/Housing Analyst monitors the progress and performance of CDBG funded programs, and provides technical assistance when needed. In 2005 the City Council implemented a 2-year funding cycle for the CDBG program with the primary benefit of being able to enhance staff availability for technical assistance and to strengthen inter-agency relationships. Starting with the 2006-2007 year, all of the Contra Costa Consortium member jurisdictions are operating on a two-year funding cycle. During the first two-year cycle the benefits of administrative streamlining were apparent. In 2013, the City Council (along with other consortium members) implemented an alternating 2-year/3-year funding cycle which will further streamline the administration and will also allow for funding recommendations to be consistent with the consolidated plan, with each new plan coinciding with a new funding cycle.

The Contra Costa Consortium is working closely with service providers to encourage and facilitate collaboration and coordination in service delivery, thereby increasing efficiency and decreasing duplication in services.

New Database

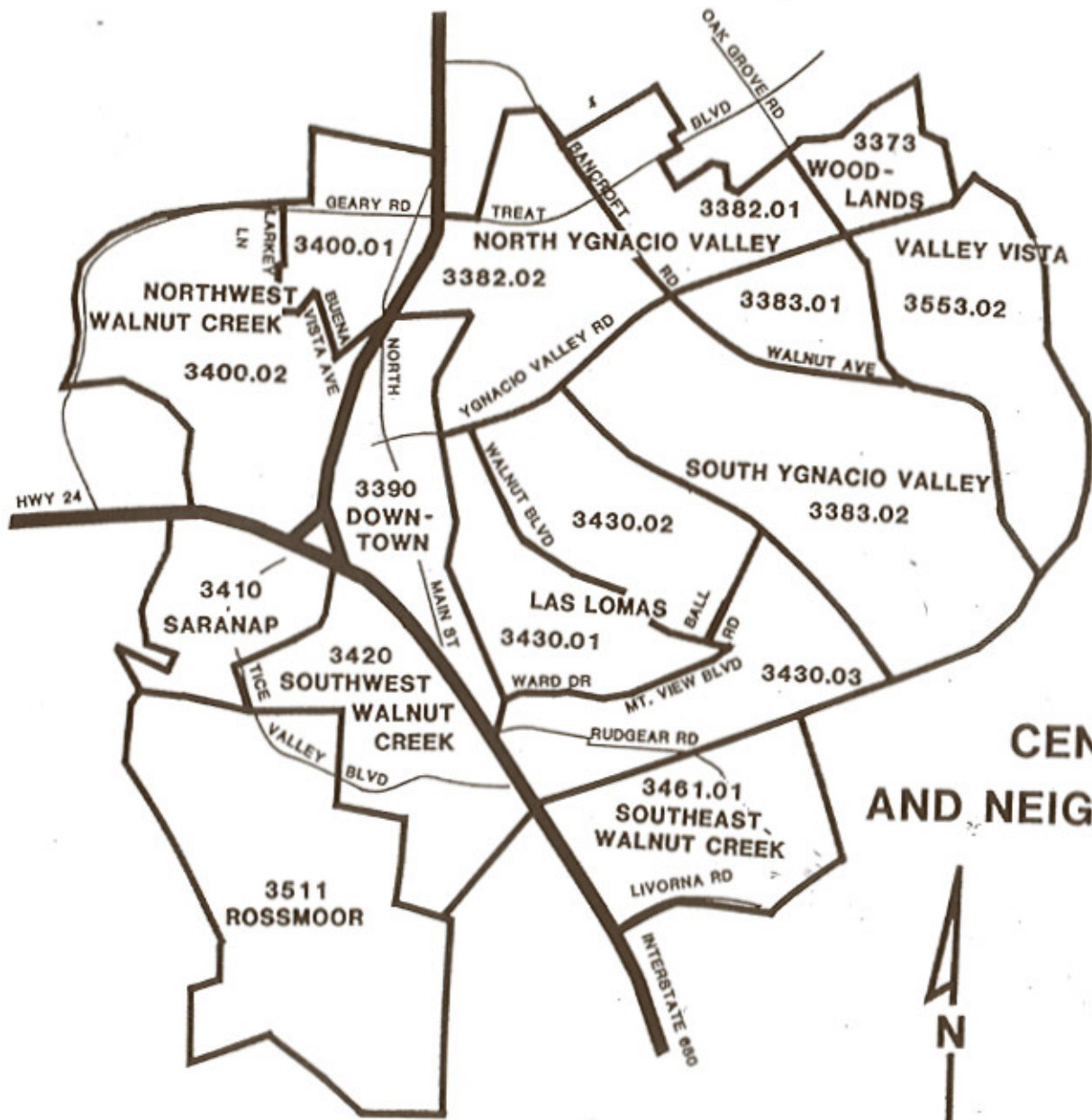
In 2008, the Contra Costa Consortium contracted with City Data Services (www.citydataservices.net) to set up an online data reporting and application process for the consortium's CDBG program. The program was launched to coincide with our renewal application for 2009-2010. Two training sessions for subrecipients were offered, in east and central county, both of which were well attended. Subrecipients expressed gratitude for the new program and felt that it saved both time and money. All applications for the 2010-2012 grant cycle were submitted through the database. In late 2010, all 2010-2012 grant recipients submitted a renewal application via the City Data Services database. The Consortium works closely with City Data Services to continually update/improve/and streamline reporting and grant administrative activities.

Responding to the Public

City staff is also available to respond to a variety of public concerns. The City collaborates with Eden Council for Hope and Opportunity to respond to tenant concerns throughout the City. City building inspectors and code enforcement officers are available to respond to housing issues that stem from code violations or structural integrity concerns within the City of Walnut Creek.

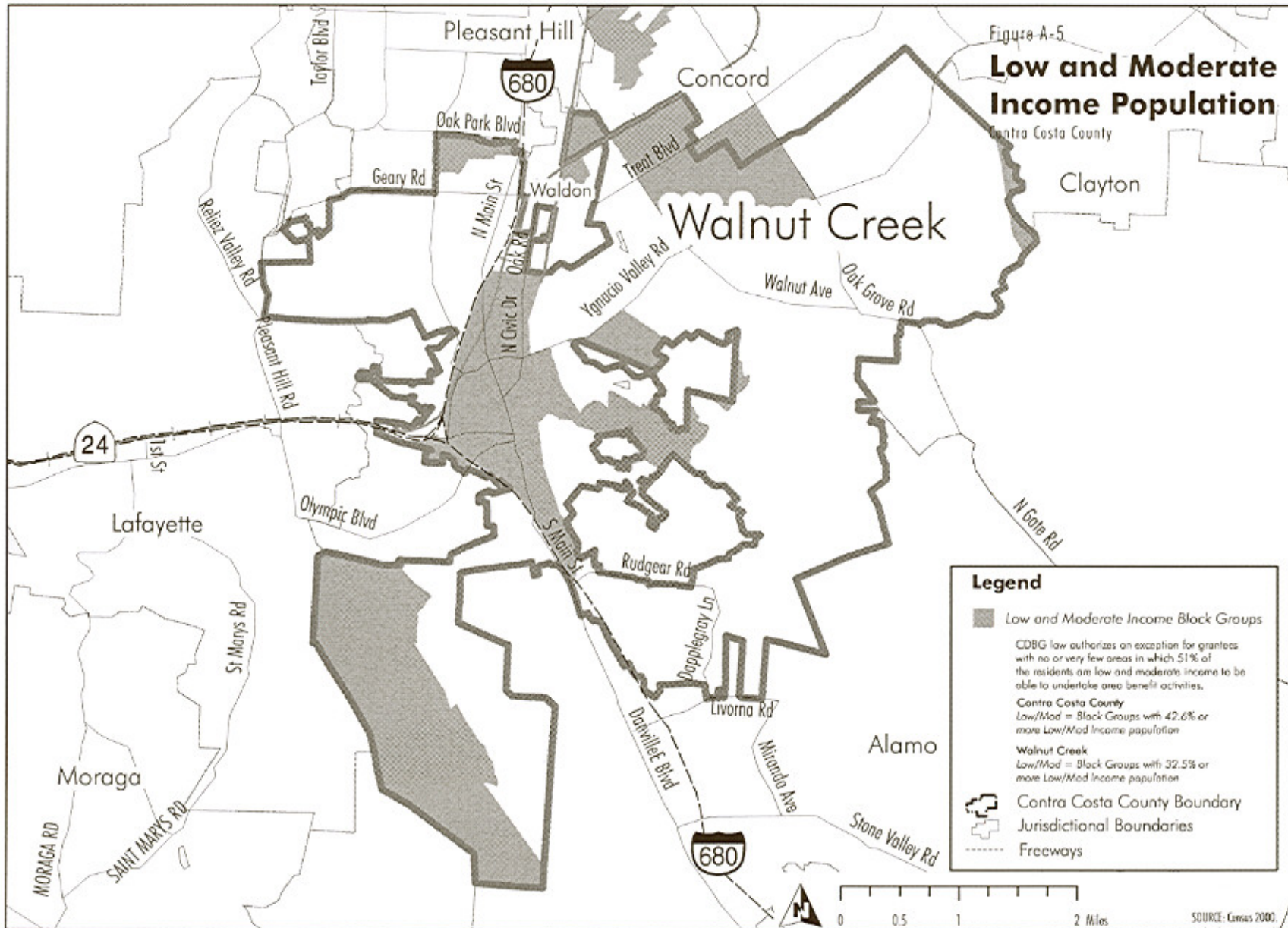
PUBLIC COMMENTS

ATTACHMENTS

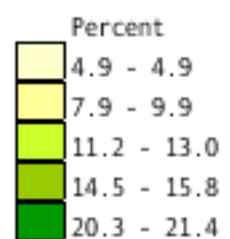


CENSUS TRACTS AND NEIGHBORHOOD AREAS





Data Classes

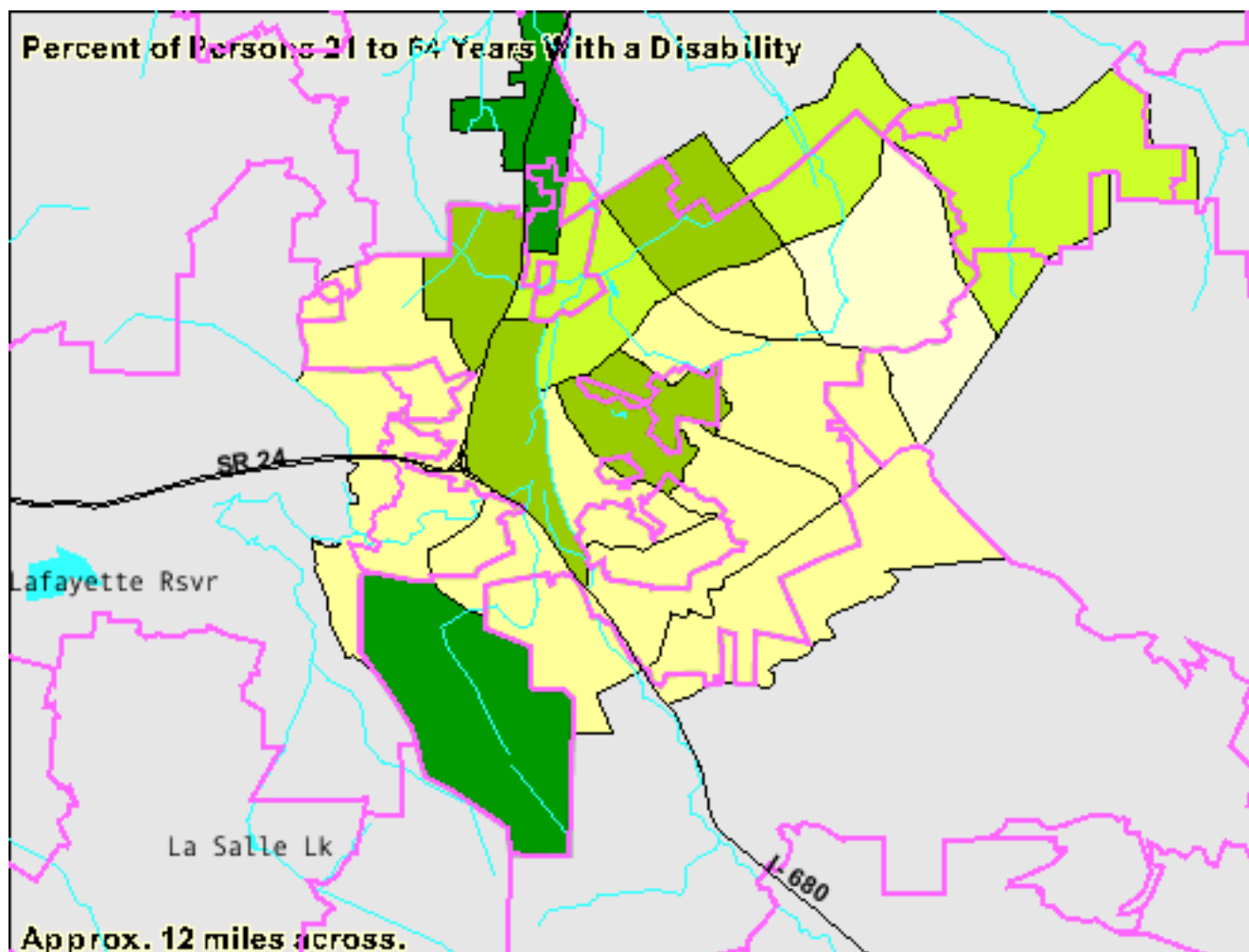


Boundaries

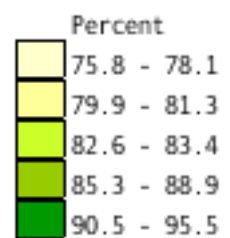
100 Place

Features

- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody



Data Classes

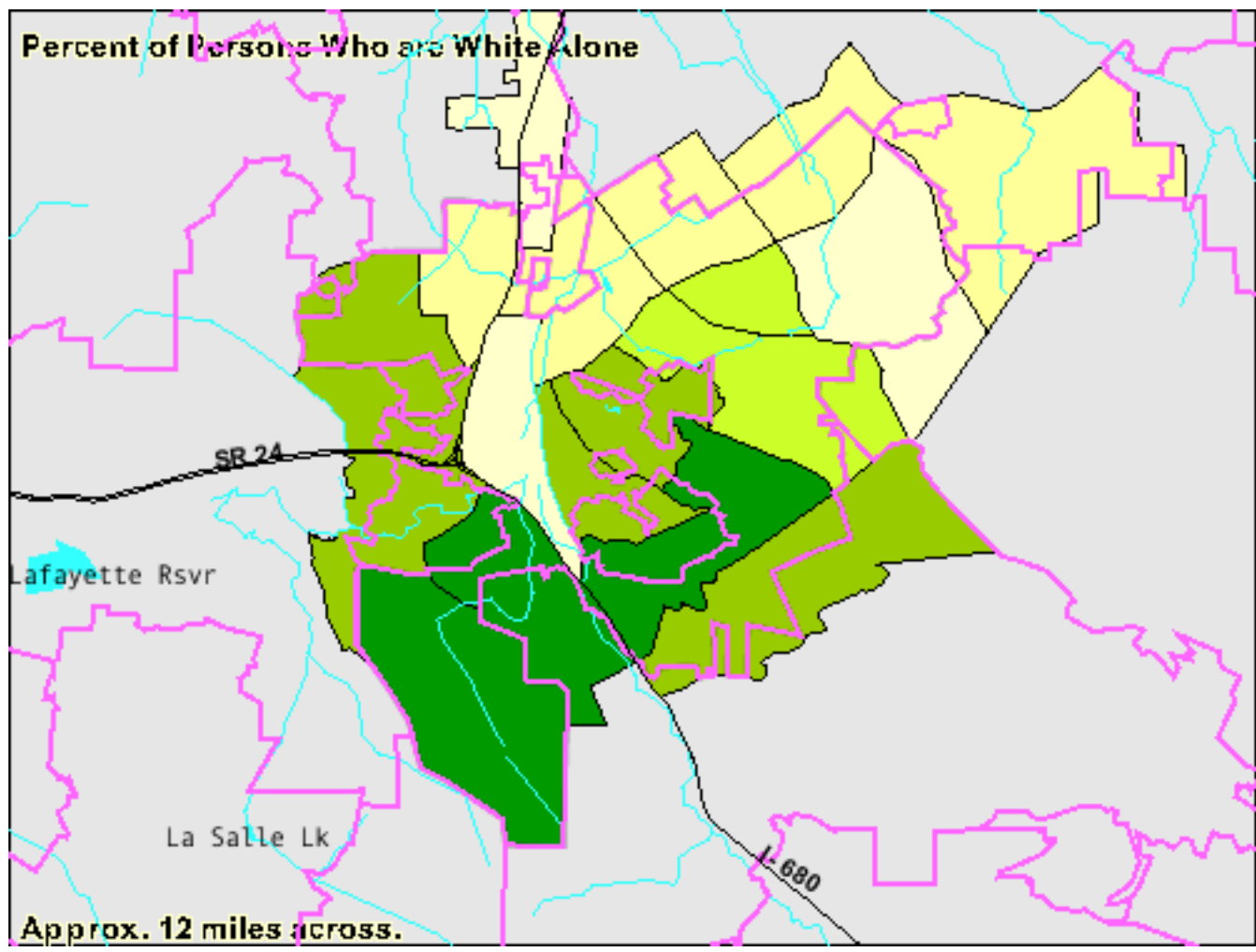


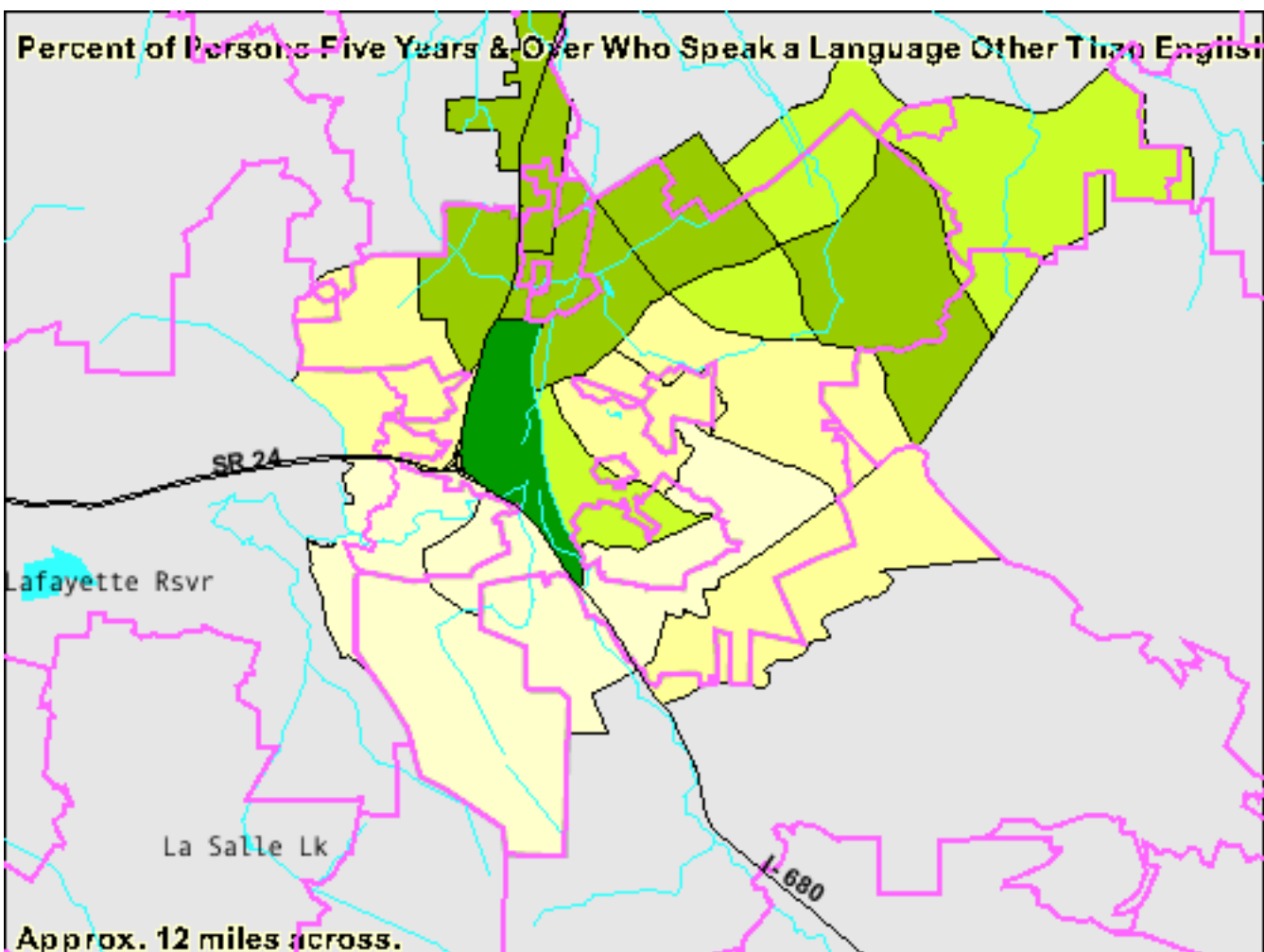
Boundaries

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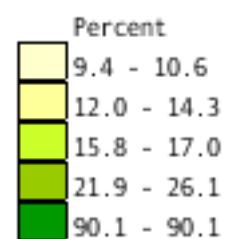
Features

- Major Road
- Street
- Stream/Waterbody
- Stream/Waterbody





Data Classes



Boundaries

'00 Place

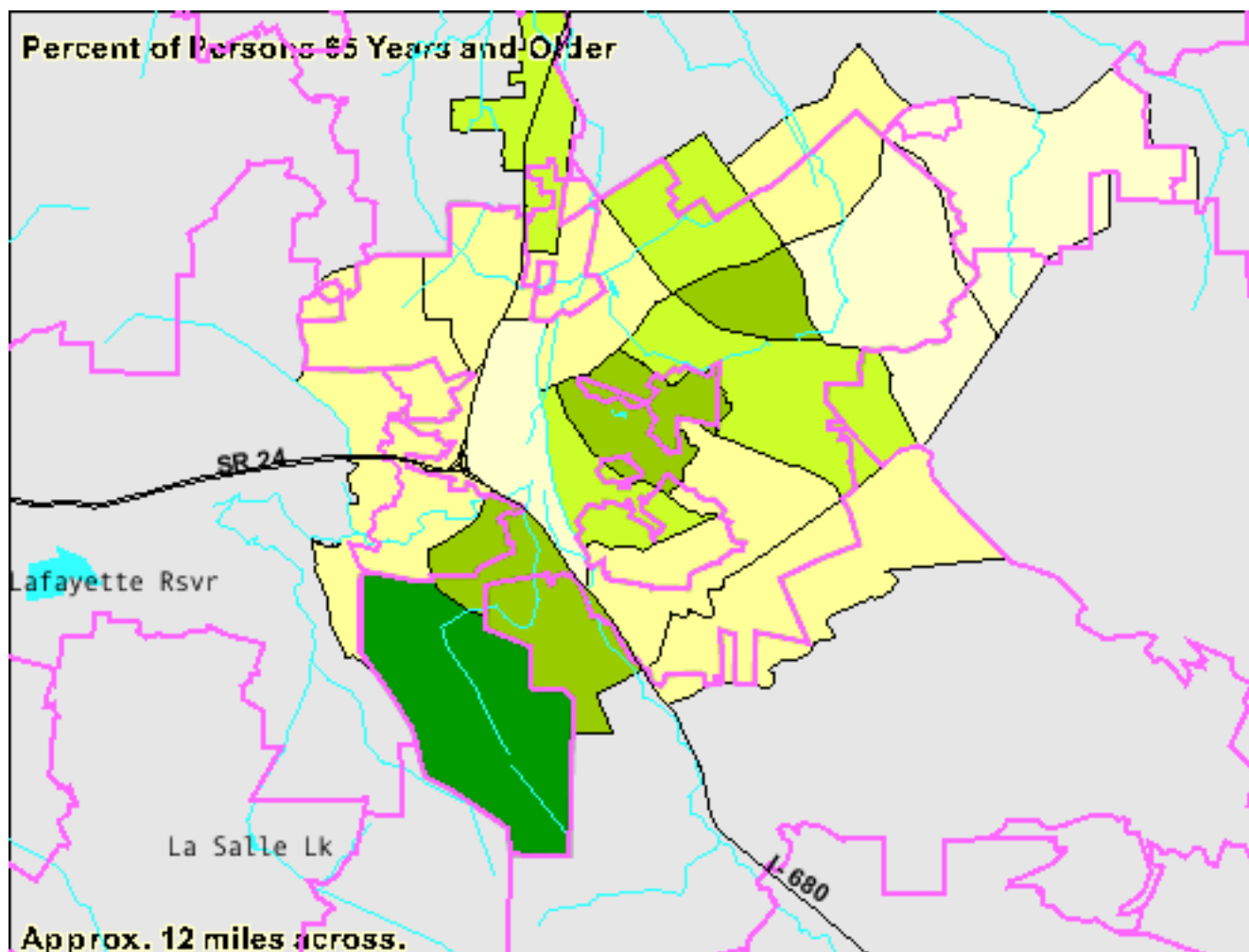
Features

Major Road

Street

Stream/Waterbody

Stream/Waterbody



Special Needs (Non Homeless) Populations (Table "1B")

SPECIAL NEEDS SUBPOPULATIONS	Priority Need Level	Unmet Need	Dollars to Address Unmet Need	Multi Year Goals	Annual Goals
City of Antioch					
Elderly	H	1,300	\$ 31,000	1,300	260
Frail Elderly	H	300	15,000	300	60
Severe Mental Illness	M				
Developmentally Disabled	M				
Physically Disabled	M	1,740	5,000	1,740	348
Persons w/ Alcohol/Other Drug Addictions	M	500	10,000	500	100
Persons w/HIV/AIDS	L	100	5,000	100	20
Victims of Domestic Violence	H	50	15,000	50	10
Other					
Total		3,990	\$ 81,000	3,990	798
City of Concord					
Elderly (Housing)	H	743	\$ 6,262,600	743	129
Elderly (Services)	H	1,500	150,000	1,500	300
Frail Elderly (Services)	H	4,000	50,000	4,000	800
Severe Mental Illness	M				
Developmentally Disabled	M				
Physically Disabled (Housing)	H	56	871,613	56	11
Physically Disabled (Services)	H	60	25,000	60	12
Persons w/ Alcohol/Other Drug Addictions (Services)	H	200	50,000	200	40
Persons w/HIV/AIDS	M				
Victims of Domestic Violence	H	50	50,000	50	10
Other	M				
Total		6,609	\$ 7,459,213	6,609	1,302
City of Pittsburg					
Elderly	H	1,250	\$ 100,000	1,250	250
Frail Elderly	M	10	2,000	10	2
Severe Mental Illness	L				
Developmentally Disabled	L				
Physically Disabled	H	130	13,000	130	26
Persons w/ Alcohol/Other Drug Addictions	M	985	147,750	985	197
Persons w/HIV/AIDS	H	200	50,000	200	40
Victims of Domestic Violence	H	100	25,000	100	20
Other					
Total		2,675	\$ 337,750	2,675	535
City of Richmond					
Elderly	M	1,500	\$ 1,500	1,500	300
Frail Elderly	M	1,500	1,500	1,500	300
Severe Mental Illness	M	750	750	750	150
Developmentally Disabled	M	500	500	500	100
Physically Disabled	M	1,500	1,500	1,500	300
Persons w/ Alcohol/Other Drug Addictions	M	1,500	1,500	1,500	300
Persons w/HIV/AIDS	M	52	52	52	10
Victims of Domestic Violence	M	52	52	52	10
Other					
Total		7,354	\$ 7,354	7,354	1,470

SPECIAL NEEDS SUBPOPULATIONS	Priority Need Level	Unmet Need	Dollars to Address Unmet Need	Multi Year Goals	Annual Goals
City of Walnut Creek					
Elderly	H	9,070	\$ 6,500	420	84
Frail Elderly	H	8,606	40,000	6,035	1,207
Severe Mental Illness	M	1,741			
Developmentally Disabled	H	1,673	12,000	20	4
Physically Disabled	H	1,535	35,000	50	10
Persons w/ Alcohol/Other Drug Addictions	H	2,692	40,000	200	40
Persons w/HIV/AIDS	H	154	25,000	100	20
Victims of Domestic Violence	H	250	40,000	250	50
Other					
Total		25,721	\$ 198,500	7,075	1,415
Urban County					
Elderly	H	4,500	\$ 375,000	4,500	900
Frail Elderly	H	1,575	130,000	1,575	315
Severe Mental Illness	H	670	70,000	670	134
Developmentally Disabled	H	262	21,000	262	52
Physically Disabled	H	750	77,000	750	150
Persons w/ Alcohol/Other Drug Addictions	H	700	130,000	700	140
Persons w/HIV/AIDS	H	350	100,000	350	70
Victims of Domestic Violence	H	205	155,000	205	41
Other					
Total		9,012	\$ 1,058,000	9,012	1,802

Priority Housing Needs/Investment Plan Goals (Table "2A")
Housing Goals by Sub-population

Priority Need	Priority Need Level	Dollars to Address	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
City of Antioch								
Renters								
0 - 30 of MFI	H	\$ 250,000	25	5	5	5	5	5
31 - 50% of MFI	H	600,000	150	80	70			
51 - 80% of MFI	H	100,000	5	1	1	1	1	1
Owners								
0 - 30 of MFI	M							
31 - 50 of MFI	H	250,000	30	6	6	6	6	6
51 - 80% of MFI	H	550,000	80	16	16	16	16	16
Homeless*								
Individuals	H	44,000	250	50	50	50	50	50
Families	H							
Non-Homeless Special Needs								
Elderly	H	450,000	75	75				
Frail Elderly	H	400,000	75		75			
Severe Mental Illness	M	50,000	3		3			
Physical Disability	M	150,000	10	5	5			
Developmental Disability	M							
Alcohol/Drug Abuse	M							
HIV/AIDS	L							
Victims of Domestic Violence	L							
Total Special Needs		\$ 1,050,000	163	80	83	-	-	-
Total Section 215								
215 Renter		\$ 950,000	180	86	76	6	6	6
215 Owner		\$ 800,000	110	22	22	22	22	22
City of Concord								
Renters								
0 - 30 of MFI	H	\$ 224,000	8			8		
31 - 50% of MFI	H	4,248,000	146			40	26	80
51 - 80% of MFI	H	2,043,000	526	96	96	96	122	116
Owners								
0 - 30 of MFI	H	2,700,200	174	37	35	34	34	34
31 - 50 of MFI	H	2,352,800	153	36	30	29	29	29
51 - 80% of MFI	H	1,737,000	110	22	22	22	22	22
Homeless*								
Individuals	M							
Families	M							
Non-Homeless Special Needs								
Elderly	H	6,262,600	743	131	128	128	128	228
Frail Elderly	M							
Severe Mental Illness	M							
Physical Disability	H	871,613	56	12	11	11	11	11
Developmental Disability	M							
Alcohol/Drug Abuse	M							
HIV/AIDS	M							
Victims of Domestic Violence	M							
Total Special Needs		\$ 7,134,213	799	143	139	139	139	239
Total Section 215								
215 Renter		\$ 6,515,000	680	96	96	144	148	196
215 Owner		\$ 6,515,000	680	96	96	144	148	196

Priority Housing Needs/Investment Plan Goals (Table "2A")
Housing Goals by Sub-population

Priority Need	Priority Need Level	Dollars to Address	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
City of Pittsburg								
Renters								
0 - 30 of MFI	N/A							
31 - 50% of MFI	N/A							
51 - 80% of MFI	N/A							
Owners								
0 - 30 of MFI	H	\$ 500,000	25	5	5	5	5	5
31 - 50 of MFI	H	500,000	25	5	5	5	5	5
51 - 80% of MFI	H	500,000	25	5	5	5	5	5
Homeless*								
Individuals	H	75,000	150	30	30	30	30	30
Families	H	25,000	25	5	5	5	5	5
Non-Homeless Special Needs								
Elderly	H	5,000	1,250	250	250	250	250	250
Frail Elderly	M	2,000	10	2	2	2	2	2
Severe Mental Illness	L							
Physical Disability	H	62,500	125	25	25	25	25	25
Developmental Disability	H	2,400	80	16	16	16	16	16
Alcohol/Drug Abuse	L							
HIV/AIDS	H	2,000	200	40	40	40	40	40
Victims of Domestic Violence	H	1,200	40	8	8	8	8	8
Total Special Needs		\$ 75,100	1,705	341	341	341	341	341
Total Section 215		-	25	5	5	5	5	5
215 Renter								
215 Owner			25	5	5	5	5	5

City of Richmond								
Renters								
0 - 30 of MFI	H	\$ 1,750	1,500	300	300	300	300	300
31 - 50% of MFI	M	1,000	1,000	200	200	200	200	200
51 - 80% of MFI	M	500,000	800	160	160	160	160	160
Owners								
0 - 30 of MFI	H	800,000	1,500	300	300	300	300	300
31 - 50 of MFI	M	500,000	1,000	200	200	200	200	200
51 - 80% of MFI	M	250,000	800	160	160	160	160	160
Homeless*								
Individuals	M	50,000	500	100	100	100	100	100
Families	M	50,000	50	10	10	10	10	10
Non-Homeless Special Needs								
Elderly	M	50,000	1,500	300	300	300	300	300
Frail Elderly	M	10,000	1,500	300	300	300	300	300
Severe Mental Illness	M	5,000	750	150	150	150	150	150
Physical Disability	M	10,000	1,500	300	300	300	300	300
Developmental Disability	M	2,000	500	100	100	100	100	100
Alcohol/Drug Abuse	M	5,000	1,500	300	300	300	300	300
HIV/AIDS	M	1,000	52	12	10	10	10	10
Victims of Domestic Violence	M	1,000	52	12	10	10	10	10
Total Special Needs		\$ 84,000	7,354	1,474	1,470	1,470	1,470	1,470
Total Section 215			40	8	8	8	8	8
215 Renter			20	4	4	4	4	4
215 Owner			20	4	4	4	4	4

Priority Housing Needs/Investment Plan Goals (Table "2A")
Housing Goals by Sub-population

Priority Need	Priority Need Level	Dollars to Address	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
City of Walnut Creek								
Renters								
0 - 30 of MFI	H	\$ 700,000	20	4	4	4	4	4
31 - 50% of MFI	M	700,000	18	4	3	4	3	4
51 - 80% of MFI	M	TBD	60	12	12	12	12	12
Owners								
0 - 30 of MFI	M							
31 - 50 of MFI	H	829,300	10	2	2	2	2	2
51 - 80% of MFI	H	TBD	15	3	3	3	3	3
Homeless*								
Individuals	M							
Families	M							
Non-Homeless Special Needs								
Elderly	M	325,000	7	1	1	2	1	2
Frail Elderly	M	325,000	7	1	1	2	1	2
Severe Mental Illness	M							
Physical Disability	M							
Developmental Disability	H	350,000	10	2	2	2	2	2
Alcohol/Drug Abuse	M							
HIV/AIDS	M							
Victims of Domestic Violence	M							
Total Special Needs		\$ 1,000,000	24	4	4	6	4	6
Total Section 215								
215 Renter								
215 Owner								

Note: Funds "TBD" are anticipated impact fees.

Urban County								
Renters								
0 - 30 of MFI	H	\$ 1,450,000	90	18	18	18	18	18
31 - 50% of MFI	H	5,690,000	355	71	71	71	71	71
51 - 80% of MFI	M	208,400,000	380	76	76	76	76	76
Owners								
0 - 30 of MFI	L	960,000	35	7	7	7	7	7
31 - 50 of MFI	H	5,630,000	120	24	24	24	24	24
51 - 80% of MFI	H	15,714,000	135	27	27	27	27	27
Homeless*								
Individuals	M		100	20	20	20	20	20
Families	M		150	30	30	30	30	30
Non-Homeless Special Needs								
Elderly	H	43,000,000	210	42	42	42	42	42
Frail Elderly	M	21,000,000	100	20	20	20	20	20
Severe Mental Illness	M	3,750,000	25	5	5	5	5	5
Physical Disability	M		20	4	4	4	4	4
Developmental Disability	M		5	1	1	1	1	1
Alcohol/Drug Abuse	L							
HIV/AIDS	M	1,550,000	25	5	5	5	5	5
Victims of Domestic Violence	L							
Total Special Needs		\$ 69,300,000	385	77	77	77	77	77
Total Section 215								
215 Renter								
215 Owner								

Priority Housing Activities (Table "2A")
Housing Goals by Funding Source and Activity Type

Priority Need	Dollars to Address	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
City of Antioch							
CDBG							
Acquisition of existing rental units							
Production of new rental units							
Rehabilitation of existing rental units							
Rental assistance							
Acquisition of existing owner units							
Production of new owner units							
Rehabilitation of existing owner units							
Homeownership assistance							
HOME							
Acquisition of existing rental units							
Production of new rental units							
Rehabilitation of existing rental units							
Rental assistance							
Acquisition of existing owner units							
Production of new owner units							
Rehabilitation of existing owner units							
Homeownership assistance							
HOPWA							
Rental assistance							
Short term rent/mortgage utility payments							
Facility based housing development							
Facility based housing operations							
Supportive services							
RDA Set-Aside							
Rehabilitation of existing owner units	\$ 800,000	110	22	22	22	22	22
Rehabilitation of existing rental units	950,000	315	150	150	5	5	5

Priority Housing Activities (Table "2A")
Housing Goals by Funding Source and Activity Type

Priority Need	Dollars to Address	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
City of Concord							
CDBG							
Acquisition of existing rental units							
Production of new rental units							
Rehabilitation of existing rental units							
Rental assistance							
Acquisition of existing owner units							
Production of new owner units							
Rehabilitation of existing owner units	\$1,000,000	64	14	14	12	12	12
Homeownership assistance							
HOME							
Acquisition of existing rental units							
Production of new rental units							
Rehabilitation of existing rental units							
Rental assistance							
Acquisition of existing owner units							
Production of new owner units							
Rehabilitation of existing owner units							
Homeownership assistance							
HOPWA							
Rental assistance							
Short term rent/mortgage utility payments							
Facility based housing development							
Facility based housing operations							
Supportive services							
RDA Set-Aside							
Acquisition of existing rental units							
Production of new rental units	\$3,000,000	100					100
Rehabilitation of existing rental units	2,800,000	100			48	52	
Rental assistance	715,000	480	96	96	96	96	96
Acquisition of existing owner units							
Production of new owner units							
Rehabilitation of existing owner units	5,040,000	348	76	68	68	68	68
Homeownership assistance	750,000	25	5	5	5	5	5
Inclusionary Funds							
Production of New owner units (up to 120%)	635,760	4		2	2		

Priority Housing Activities (Table "2A")
Housing Goals by Funding Source and Activity Type

Priority Need	Dollars to Address	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
City of Pittsburg							
CDBG							
Acquisition of existing rental units							
Production of new rental units							
Rehabilitation of existing rental units							
Rental assistance							
Acquisition of existing owner units							
Production of new owner units							
Rehabilitation of existing owner units							
Homeownership assistance	\$500,000	25	5	5	5	5	5
HOME							
Acquisition of existing rental units							
Production of new rental units							
Rehabilitation of existing rental units							
Rental assistance							
Acquisition of existing owner units							
Production of new owner units							
Rehabilitation of existing owner units							
Homeownership assistance							
HOPWA							
Rental assistance							
Short term rent/mortgage utility payments							
Facility based housing development							
Facility based housing operations							
Supportive services							
Other							

Priority Housing Activities (Table "2A")
Housing Goals by Funding Source and Activity Type

Priority Need	Dollars to Address	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
City of Richmond							
CDBG							
Acquisition of existing rental units	\$100,000	50	10	10	10	10	10
Production of new rental units	100,000	50	10	10	10	10	10
Rehabilitation of existing rental units	100,000	50	10	10	10	10	10
Rental assistance	25,000	10	2	2	2	2	2
Acquisition of existing owner units	25,000	10	2	2	2	2	2
Production of new owner units	100,000	50	10	10	10	10	10
Rehabilitation of existing owner units	100,000	50	10	10	10	10	10
Homeownership assistance	25,000	10	2	2	2	2	2
HOME							
Acquisition of existing rental units	100,000	50	10	10	10	10	10
Production of new rental units	100,000	50	10	10	10	10	10
Rehabilitation of existing rental units	100,000	50	10	10	10	10	10
Rental assistance	25,000	10	2	2	2	2	2
Acquisition of existing owner units	25,000	10	2	2	2	2	2
Production of new owner units	100,000	5	1	1	1	1	1
Rehabilitation of existing owner units	100,000	10	2	2	2	2	2
Homeownership assistance	25,000	10	2	2	2	2	2
HOPWA							
Rental assistance							
Short term rent/mortgage utility payments							
Facility based housing development							
Facility based housing operations							
Supportive services							
Other							

Priority Housing Activities (Table "2A")
Housing Goals by Funding Source and Activity Type

Priority Need	Dollars to Address	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
City of Walnut Creek							
CDBG							
Acquisition of existing rental units							
Production of new rental units (acq)	\$1,750,000	68	13.6	13.6	13.6	13.6	13.6
Rehabilitation of existing rental units							
Rental assistance							
Acquisition of existing owner units							
Production of new owner units							
Rehabilitation of existing owner units							
Homeownership assistance	750,000	15	3	3	3	3	3
HOME							
Acquisition of existing rental units							
Production of new rental units							
Rehabilitation of existing rental units							
Rental assistance							
Acquisition of existing owner units							
Production of new owner units							
Rehabilitation of existing owner units							
Homeownership assistance							
HOPWA							
Rental assistance							
Short term rent/mortgage utility payments							
Facility based housing development							
Facility based housing operations							
Supportive services							
Other							

Priority Housing Activities (Table "2A")
Housing Goals by Funding Source and Activity Type

Priority Need	Dollars to Address	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
Urban County							
CDBG							
Acquisition of existing rental units	\$1,550,000	200	40	40	40	40	40
Production of new rental units							
Rehabilitation of existing rental units	2,000,000	250	50	50	50	50	50
Rental assistance							
Acquisition of existing owner units	750,000	100	20	20	20	20	20
Production of new owner units							
Rehabilitation of existing owner units	3,000,000	125	25	25	25	25	25
Homeownership assistance	200,000	25	5	5	5	5	5
HOME							
Acquisition of existing rental units	3,840,000	200	40	40	40	40	40
Production of new rental units	7,130,000	375	75	75	75	75	75
Rehabilitation of existing rental units	1,125,000	250	50	50	50	50	50
Rental assistance							
Acquisition of existing owner units							
Production of new owner units	200,000	25	5	5	5	5	5
Rehabilitation of existing owner units							
Homeownership assistance	200,000	25	5	5	5	5	5
HOPWA							
Rental assistance							
Short term rent/mortgage utility payments	100,000						
Facility based housing development	1,550,000	25	5	5	5	5	5
Facility based housing operations							
Supportive services	450,000	625	125	125	125	125	125
Other							
Mortgage Credit Certificates	8,750,000	150	30	30	30	30	30
Tax Exempt Bonds	265,000,000	475	95	95	95	95	95
MHSA	3,750,000	25	5	5	5	5	5
Redevelopment Agency funds	20,900,000	215	43	43	43	43	43

*These numbers/goals are not additive. We frequently use multiple sources of funds for a single project. A single project may fit under multiple categories. For example, a single project may receive for CDBG acquisition of the land, and HOME and HOPWA for the new construction.

Priority Community Development Needs (Table "2B")

Priority Need	Priority Need Level	Unmet Need	Dollars to Address Unmet Need	Multi-Year Goals	Annual Goals
City of Antioch					
Acquisition of Real Property	L				
Disposition	L				
Clearance and Demolition	L				
Clearance of Contaminated Sites	L				
Code Enforcement	H	5	\$ 240,000	5	1
Public Facility (General)	M				
<i>Senior Centers</i>	L				
<i>Handicapped Centers</i>	L				
<i>Homeless Facilities</i>	M				
<i>Youth Centers</i>	L				
<i>Neighborhood Facilities</i>	L				
<i>Child Care Centers</i>	L				
<i>Health Facilities</i>	L				
<i>Mental Health Facilities</i>	L				
<i>Parks and/or Recreation Facilities</i>	L				
<i>Parking Facilities</i>	L				
<i>Tree Planting</i>	L				
<i>Fire Stations/Equipment</i>	L				
<i>Abused/Neglected Children Facilities</i>	L				
<i>Asbestos Removal</i>	L				
<i>Non-Residential Historic Preservation</i>	L				
<i>Other Public Facility Needs</i>	L				
Infrastructure (General)	M				
<i>Water/Sewer Improvements</i>	L				
<i>Street Improvements</i>	M				
<i>Sidewalks</i>	M				
<i>Solid Waste Disposal Improvements</i>	L				
<i>Flood Drainage Improvements</i>	L				
<i>Other Infrastructure</i>	M				
Public Services (General)	H	10,000	600,000	10,000	2,000
<i>Senior Services</i>	H	5,000	205,000	5,000	1,000
<i>Handicapped Services</i>	M				
<i>Legal Services</i>	H	600	15,000	600	120
<i>Youth Services</i>	H	705	75,000	705	141
<i>Child Care Services</i>	M				
<i>Transportation Services</i>	L				
<i>Substance Abuse Services</i>	M				
<i>Employment/Training Services</i>	M				
<i>Health Services</i>	M				
<i>Lead Hazard Screening</i>	L				
<i>Crime Awareness</i>	L				
<i>Fair Housing Activities</i>	H	90	50,000	90	18
<i>Tenant Landlord Counseling</i>	H	900	100,000	900	180
<i>Other Services</i>	M				
Economic Development (General)	M				
<i>C/I Land Acquisition/Disposition</i>	L				
<i>C/I Infrastructure Development</i>	M				
<i>C/I Building Acq/Const/Rehab</i>	M				
<i>Other C/I</i>	L				
<i>ED Assistance to For-Profit</i>	L				
<i>ED Technical Assistance</i>	M				
<i>Micro-enterprise Assistance</i>	M				
Other					

Priority Community Development Needs (Table "2B")

Priority Need	Priority Need Level	Unmet Need	Dollars to Address Unmet Need	Multi-Year Goals	Annual Goals
City of Concord					
Acquisition of Real Property	L				
Disposition	L				
Clearance and Demolition	L				
Clearance of Contaminated Sites	L				
Code Enforcement	H	5,000	\$520,000	5,000	1000
Public Facility (General)	L				
<i>Senior Centers</i>	L				
<i>Handicapped Centers</i>	L				
<i>Homeless Facilities</i>	L				
<i>Youth Centers</i>	L				
<i>Neighborhood Facilities</i>	L				
<i>Child Care Centers</i>	M				
<i>Health Facilities</i>	L				
<i>Mental Health Facilities</i>	L				
<i>Parks and/or Recreation Facilities</i>	M				
<i>Parking Facilities</i>	L				
<i>Tree Planting</i>	L				
<i>Fire Stations/Equipment</i>	L				
<i>Abused/Neglected Children Facilities</i>	L				
<i>Asbestos Removal</i>	L				
<i>Non-Residential Historic Preservation</i>	L				
<i>Other Public Facility Needs</i>	L				
Infrastructure (General)	M				
<i>Water/Sewer Improvements</i>	L				
<i>Street Improvements</i>	M				
<i>Sidewalks</i>	H	50,000	1,232,000	50,000	10000
<i>Solid Waste Disposal Improvements</i>	L				
<i>Flood Drainage Improvements</i>	M				
<i>Other Infrastructure</i>	M				
Public Services (General)	H	3,000	315,000	3,000	600
<i>Senior Services</i>	H	600	200,000	600	120
<i>Handicapped Services</i>	H	60	50,000	60	12
<i>Legal Services</i>	M				
<i>Youth Services</i>	M				
<i>Child Care Services</i>	H	2,500	150,000	2,500	500
<i>Transportation Services</i>	L				
<i>Substance Abuse Services</i>	M	250	50,000	250	50
<i>Employment/Training Services</i>	L				
<i>Health Services</i>	L				
<i>Lead Hazard Screening</i>	L				
<i>Crime Awareness</i>	L				
<i>Fair Housing Activities</i>	H	120	375,000	120	24
<i>Tenant Landlord Counseling</i>	H	900	300,000	900	180
<i>Other Services</i>	H	2,050	250,000	2,050	410
Economic Development (General)	L				
<i>C/I Land Acquisition/Disposition</i>	L				
<i>C/I Infrastructure Development</i>	L				
<i>C/I Building Acq/Const/Rehab</i>	L				
<i>Other C/I</i>	L				
<i>ED Assistance to For-Profit</i>	L				
<i>ED Technical Assistance</i>	M				
<i>Micro-enterprise Assistance</i>	M				
Other					

Priority Community Development Needs (Table "2B")

Priority Need	Priority Need Level	Unmet Need	Dollars to Address Unmet Need	Multi-Year Goals	Annual Goals
City of Pittsburgh					
Acquisition of Real Property	L				
Disposition	L				
Clearance and Demolition	L				
Clearance of Contaminated Sites	L				
Code Enforcement	H	20,000	\$692,740	20,000	4,000
Public Facility (General)					
Senior Centers	M				
Handicapped Centers	M				
Homeless Facilities	M				
Youth Centers	M				
Neighborhood Facilities	M				
Child Care Centers	M				
Health Facilities	M				
Mental Health Facilities	M				
Parks and/or Recreation Facilities	L				
Parking Facilities	M				
Tree Planting	L				
Fire Stations/Equipment	L				
Abused/Neglected Children Facilities	M				
Asbestos Removal	M				
Non-Residential Historic Preservation	M				
Other Public Facility Needs					
Infrastructure (General)					
Water/Sewer Improvements	H				
Street Improvements	H				
Sidewalks	H	5	625,000	5	1
Solid Waste Disposal Improvements	M				
Flood Drainage Improvements	M				
Other Infrastructure -- Accessibility	M				
Public Services (General)					
Senior Services	H	1,350	50,000	1,350	270
Handicapped Services	M				
Legal Services	H	625	10,000	625	125
Youth Services	H	6,760	30,000	6,760	1,352
Child Care Services	M				
Transportation Services	M				
Substance Abuse Services	H	500	5,000	500	100
Employment/Training Services	M				
Health Services	M				
Lead Hazard Screening	M				
Crime Awareness	M				
Fair Housing Activities	M				
Tenant Landlord Counseling	M				
Other Services	M				
Economic Development (General)					
C/I Land Acquisition/Disposition					
C/I Infrastructure Development					
C/I Building Acq/Const/Rehab					
Other C/I					
ED Assistance to For-Profit	M				
ED Technical Assistance	M				
Micro-enterprise Assistance	H	50	300,000	50	10
Job Training & Placement Program	M	25	150,000	25	5

Priority Community Development Needs (Table "2B")

Priority Need	Priority Need Level	Unmet Need	Dollars to Address Unmet Need	Multi-Year Goals	Annual Goals
City of Richmond					
Acquisition of Real Property	M	500,000	\$ 100,000	500,000	100,000
Disposition	M	50,000	10,000	50,000	10,000
Clearance and Demolition	M	50,000	10,000	50,000	10,000
Clearance of Contaminated Sites	M	50,000	10,000	50,000	10,000
Code Enforcement	M	50,000	10,000	50,000	10,000
Public Facility (General)	M				
<i>Senior Centers</i>	M				
<i>Handicapped Centers</i>	M				
<i>Homeless Facilities</i>	M				
<i>Youth Centers</i>	M				
<i>Neighborhood Facilities</i>	M	50,000	10,000	50,000	10,000
<i>Child Care Centers</i>	M				
<i>Health Facilities</i>	M				
<i>Mental Health Facilities</i>	M				
<i>Parks and/or Recreation Facilities</i>	M	50,000	10,000	50,000	10,000
<i>Parking Facilities</i>	M				
<i>Tree Planting</i>	M				
<i>Fire Stations/Equipment</i>	M				
<i>Abused/Neglected Children Facilities</i>	M	50,000	10,000	50,000	10,000
<i>Asbestos Removal</i>	M				
<i>Non-Residential Historic Preservation</i>	M				
<i>Other Public Facility Needs</i>	M	50,000	10,000	50,000	10,000
Infrastructure (General)	M				
<i>Water/Sewer Improvements</i>	M				
<i>Street Improvements</i>	M	50,000	10,000	50,000	10,000
<i>Sidewalks</i>	M				
<i>Solid Waste Disposal Improvements</i>	M				
<i>Flood Drainage Improvements</i>	M				
<i>Other Infrastructure</i>	M				
Public Services (General)	M				
<i>Senior Services</i>	M	50,000	10,000	50,000	10,000
<i>Handicapped Services</i>	M	50,000	10,000	50,000	10,000
<i>Legal Services</i>	M	50,000	10,000	50,000	10,000
<i>Youth Services</i>	M	50,000	10,000	50,000	10,000
<i>Child Care Services</i>	M	50,000	10,000	50,000	10,000
<i>Transportation Services</i>	M				
<i>Substance Abuse Services</i>	M	50,000	10,000	50,000	10,000
<i>Employment/Training Services</i>	H	50,000	10,000	50,000	10,000
<i>Health Services</i>	M	50,000	10,000	50,000	10,000
<i>Lead Hazard Screening</i>	M				
<i>Crime Awareness</i>	H	50,000	10,000	50,000	10,000
<i>Fair Housing Activities</i>	H	50,000	10,000	50,000	10,000
<i>Tenant Landlord Counseling</i>	M	50,000	10,000	50,000	10,000
<i>Other Services</i>	M	50,000	10,000	50,000	10,000
Economic Development (General)	M				
<i>C/I Land Acquisition/Disposition</i>	M				
<i>C/I Infrastructure Development</i>	M				
<i>C/I Building Acq/Const/Rehab</i>	M				
<i>Other C/I</i>	M				
<i>ED Assistance to For-Profit</i>	M				
<i>ED Technical Assistance</i>	M				
<i>Micro-enterprise Assistance</i>	M				
Other					

Priority Community Development Needs (Table "2B")

Priority Need	Priority Need Level	Unmet Need	Dollars to Address Unmet Need	Multi-Year Goals	Annual Goals
City of Walnut Creek					
Acquisition of Real Property	L				
Disposition	L				
Clearance and Demolition	M				
Clearance of Contaminated Sites	M				
Code Enforcement	L				
Public Facility (General)	H	10	\$ 90,000	3	1
<i>Senior Centers</i>	M				
<i>Handicapped Centers</i>	M				
<i>Homeless Facilities</i>	M				
<i>Youth Centers</i>	M				
<i>Neighborhood Facilities</i>	M				
<i>Child Care Centers</i>	M				
<i>Health Facilities</i>	M				
<i>Mental Health Facilities</i>	M				
<i>Parks and/or Recreation Facilities</i>	M				
<i>Parking Facilities</i>	L				
<i>Tree Planting</i>	M				
<i>Fire Stations/Equipment</i>	L				
<i>Abused/Neglected Children Facilities</i>	M				
<i>Asbestos Removal</i>	M				
<i>Non-Residential Historic Preservation</i>	M				
<i>Other Public Facility Needs</i>					
Infrastructure (General)	H	10	450,000	1	0
<i>Water/Sewer Improvements</i>	M				
<i>Street Improvements</i>	H				
<i>Sidewalks</i>	H				
<i>Solid Waste Disposal Improvements</i>	M				
<i>Flood Drainage Improvements</i>	M				
<i>Other Infrastructure</i>					
Public Services (General)			631,500		
<i>Senior Services</i>	H	17,676		6,455	1,291
<i>Handicapped Services</i>	M				
<i>Legal Services</i>	H	500		495	99
<i>Youth Services</i>	H	125		125	25
<i>Child Care Services</i>	M				
<i>Transportation Services</i>	M				
<i>Substance Abuse Services</i>	H	2,692		225	45
<i>Employment/Training Services</i>	H				
<i>Health Services</i>	M				
<i>Lead Hazard Screening</i>	M				
<i>Crime Awareness</i>	M				
<i>Fair Housing Activities</i>	H	150		125	25
<i>Tenant Landlord Counseling</i>	H	350		300	60
<i>Other Services</i>					
Economic Development (General)					
<i>C/I Land Acquisition/Disposition</i>					
<i>C/I Infrastructure Development</i>					
<i>C/I Building Acq/Const/Rehab</i>					
<i>Other C/I</i>					
<i>ED Assistance to For-Profit</i>	M				
<i>ED Technical Assistance</i>	M				
<i>Micro-enterprise Assistance</i>	H	100	150,000	75	15
Other					

Priority Community Development Needs (Table "2B")

Priority Need	Priority Need Level	Unmet Need	Dollars to Address Unmet Need	Multi-Year Goals	Annual Goals
Urban County					
Acquisition of Real Property	L				
Disposition	L				
Clearance and Demolition	L				
Clearance of Contaminated Sites	L				
Code Enforcement	L				
Public Facility (General)	H	10	\$ 417,500	10	2
<i>Senior Centers</i>	M	2	83,500	2	1
<i>Handicapped Centers</i>	H	1	41,750	1	1
<i>Homeless Facilities</i>	H	1	41,750	1	1
<i>Youth Centers</i>	M				
<i>Neighborhood Facilities</i>	H	4	167,000	4	1
<i>Child Care Centers</i>	M				
<i>Health Facilities</i>	M				
<i>Mental Health Facilities</i>	M				
<i>Parks and/or Recreation Facilities</i>	H	2	83,500		1
<i>Parking Facilities</i>	L				
<i>Tree Planting</i>	L				
<i>Fire Stations/Equipment</i>	L				
<i>Abused/Neglected Children Facilities</i>	M				
<i>Asbestos Removal</i>	L				
<i>Non-Residential Historic Preservation</i>	L				
<i>Other Public Facility Needs</i>	L				
Infrastructure (General)	H	5	250,000	5	1
<i>Water/Sewer Improvements</i>	L				
<i>Street Improvements</i>	H	2	100,000	2	1
<i>Sidewalks</i>	H	3	150,000	3	1
<i>Solid Waste Disposal Improvements</i>	L				
<i>Flood Drainage Improvements</i>	L				
<i>Other Infrastructure</i>	M				
Public Services (General)	H	25,000	2,567,000	25,000	5,000
<i>Senior Services</i>	H	4,500	462,000	4,500	900
<i>Handicapped Services</i>	H	750	77,000	750	150
<i>Legal Services</i>	M				
<i>Youth Services</i>	H	12,200	1,250,000	12,200	2,440
<i>Child Care Services</i>	L				
<i>Transportation Services</i>	L				
<i>Substance Abuse Services</i>	H	700	77,000	700	140
<i>Employment/Training Services</i>	H	300	1,200,000	300	60
<i>Health Services</i>	M				
<i>Lead Hazard Screening</i>	L				
<i>Crime Awareness</i>	L				
<i>Fair Housing Activities</i>	H	1,000	513,400	1,000	200
<i>Tenant Landlord Counseling</i>	H	2,500	256,700	2,500	500
<i>Other Services</i>	H	670	70,000	670	134
Economic Development (General)	H	1,145	2,395,000	1,145	229
<i>C/I Land Acquisition/Disposition</i>	L				
<i>C/I Infrastructure Development</i>	L		1,195,000		
<i>C/I Building Acq/Const/Rehab</i>	L				
<i>Other C/I</i>	L				
<i>ED Assistance to For-Profit</i>	H	20	195,000	20	4
<i>ED Technical Assistance</i>	H	700	600,000	700	140
<i>Micro-enterprise Assistance</i>	H	425	400,000	425	85
Other					

APPENDIX 5. LEAD HAZARD ESTIMATE TABLES

ESTIMATE OF UNITS WITH LEAD-BASED PAINT, CITY OF WALNUT CREEK

Year Built	Presumed Percentage with Lead-Based Paint (LBP)	Total Occupied Housing Units	Presumed Number with Lead-Based Paint
Owner occupied			
1980 to March 2000	0%	4,203	0
1960 to 1979	62%	13,111	8,129
1940 to 1959	80%	3,071	2,457
1939 or earlier	90%	269	242
Total owner-occupied units		20,654	
Total owner-occupied presumed LBP - "A"			10,828
Percentage owner-occupied households at or below 80% of the area median income - "B"			16.62%
Total at-risk owner-occupied households = "A * B"			1,800
Renter occupied			
1980 to March 2000	0%	2,218	0
1960 to 1979	62%	5,742	3,560
1940 to 1959	80%	1,491	1,193
1939 or earlier	90%	235	212
Total renter-occupied units		9,686	
Total renter-occupied presumed LBP (c)			4,964
Percentage renter-occupied households at or below 80% AMI (d)			11.53%
Total at-risk renter-occupied households (c*d)			572
Total at-risk households			2,372

Source: 2000 U.S. Census, Summary File 3 and 2000 CHAS Housing Problems

Objectives for Meeting Priority Needs
(from the Draft Consolidated Plan 2010-2015)

Affordable Housing

AH-1: Expand housing opportunities for extremely low-income, very low-income, low-income, and moderate-income households through an increase in the supply of decent, safe, and affordable rental housing and rental assistance.

AH-2: Increase homeownership opportunities for lower-income households

AH-3: Maintain and preserve the existing affordable housing stock

AH-4: Reduce the number and impact of home foreclosures

Special Needs Housing

AH-5: Increase the supply of appropriate and supportive housing for special needs populations.

AH-6: Preserve existing special needs housing

AH-7: Adapt or modify existing housing to meet the needs of special needs populations

AH-8: Improve access to services for those in special needs housing.

Assisting the Homeless

H-1: Assist the homeless and those at risk of becoming homeless by providing emergency, transitional, and permanent affordable housing with appropriate supportive services.

H-2: Reduce the incidence of homelessness and assist in alleviating the needs of the homeless.

Public Services

CD-1 General Public Services: Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as substance abuse, hunger, and other issues.

CD-2 Seniors: Enhance the quality of life of senior citizens and frail elderly, and enable them to maintain independence.

CD-3 Youth: Increase opportunities for children/youth to be healthy, succeed in school, and prepare for productive adulthood.

CD-4 Non-Homeless Special Needs: Ensure that opportunities and services are provided to improve the quality of life and independence for person with special needs, such as disabled persons, battered spouses, abused children, persons with HIV/AIDS, illiterate adults, and migrant farm workers.

CD-5 Fair Housing: Continue to promote fair housing activities and affirmatively further fair housing.

Economic Development

CD-6 Economic Development: Reduce the number of persons with incomes below the poverty level, expand economic opportunities for very low- and low-income residents, and increase the viability of neighborhood commercial areas.

Infrastructure/Public Facilities

CD-7 Infrastructure and Accessibility: Maintain quality public facilities and adequate infrastructure, and ensure access for the mobility-impaired by addressing physical access barriers to public facilities.

Administration

CD-8 Administration: Support development of viable urban communities through extending and strengthening partnerships among all levels of government and the private sector, and administer federal grant programs in a fiscally prudent manner.

Community Development Block Grant
 Funded Activities Chart
 Program Year 2014-2015

Attachment E

Housing Programs
Economic Development

ID/Applicant Address / Phone / Type /	Program Time Frame	HUD Matrix National Objective/ Eligible Activity/ Priority Need	Program Beneficiaries/ Performance Indicator	Allocation
Contra Costa Child-Care Council 1035 Detroit Avenue, Ste. 200 Concord, CA 94518 PH# (925) 676-5442 Type – Non-Profit	Road to Success – Will provide technical assistance, training and general support leading to the State Licensing of Walnut Creek family child care providers. Start-7/1/14; End-6/30/15	Matrix – 18C NO – 24 CFR 570.208(a)(2)(iii) EA – 24 CFR 570.201(o) PN – CD-6	Objective: Economic Opportunities Outcome: Affordability Indicator: Assist 40 businesses	\$ 10,000

Workforce Development Board of Contra Costa County 2425 Bisso Lane, Ste 200 Concord, CA 94520 PH# (925) 646-5377 Type – Non-Profit	Small Business Management Development Center Create and retain jobs for low to moderate-income people through self-employment or micro-enterprise businesses expansion. Provides training and one-on-one business management consulting. Start-7/1/14; End-6/30/15	Matrix – 18C NO – 24 CFR 570.208 (a)(2)(iii) EA – 24 CFR 570.201 (o) PN – CD-6	Objective: Economic Opportunities Outcome: Affordability Indicator: Assist 14 businesses	\$ 15,000
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Public Services

ID/Applicant Address / Phone / Type /	Program Time Frame	HUD Matrix National Objective/ Eligible Activity/ Priority Need	Program Beneficiaries/ Performance Indicator	Allocation
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Community Development Block Grant
Funded Activities Chart
Program Year 2014-2015

Attachment E

<p>ANKA Behavioral Services 1875 Willow Pass Road, Suite 300 Concord, CA 94520 Ph# 925-827-5137</p> <p>Type – Non-Profit</p>	<p>HOPE Plus HOPE Plus is a project managed and operated by Anka Behavioral Health Inc., in partnership the following agencies: Contra Costa County Alcohol and Other Drug Services Division, County Office of Homeless Programs, and the County Office of AIDS. These partnerships provide integrated health, mental health and substance abuse services for homeless people suffering from mental health and substance abuse disorders in Contra Costa County.</p> <p>Start-7/1/14; End-6/30/15</p>	<p>Matrix – 05 NO – 24 CFR 570.208(a)(2)((i)(A) EA – 24 CFR 570.201(e) PN – H-1</p>	<p>Objective: Suitable Living Environment</p> <p>Outcome: Availability/ Accessibility</p> <p>Indicator: New access for 35 homeless individuals</p>	<p align="center">\$ 5,000</p>
<p>Contra Costa County Homeless Program 597 Center Avenue, Suite 355 Martinez, CA 94553 PH# (925) 313-6124</p> <p>Type – Non-Profit</p>	<p>Adult Interim Housing Program Provides critical services to homeless Walnut Creek individuals seeking emergency shelter at the single adult shelter in Concord and Richmond. Provides meals, laundry, telephone and supportive services such as case management, vocational services, health care and substance abuse services.</p> <p>Start-7/1/14; End-6/30/15</p>	<p>Matrix – 05 NO – 24 CFR 570.208(a)(2)((i)(A) EA – 24 CFR 570.201(e) PN – H-1</p>	<p>Objective: Suitable Living Environment</p> <p>Outcome: Availability/ Accessibility</p> <p>Indicator: New access for 20 homeless individuals</p>	<p align="center">\$ 5,000</p>

Community Development Block Grant
Funded Activities Chart
Program Year 2014-2015

Attachment E

<p>Eden Council for Hope and Opportunity 770 A Street Hayward, CA 94541 510-537-4793</p> <p>Type – Non-Profit</p>	<p>Tenant Landlord Services Goal is to prevent evictions by educating the public and callers as to their housing rights and responsibilities, to resolve conflicts between residents and their landlords and helping callers to get and keep their homes by enabling them to exercise their housing rights.</p> <p>Start-7/1/14; End-6/30/15</p>	<p>Matrix – O5K NO –24 CFR 570.208(d)(4) EA – 24 CFR 570.206(c) PN – CD-1</p>	<p>Objective: Decent Housing</p> <p>Outcome: Availability/ Accessibility</p> <p>Indicators: New access for 90 households</p>	<p align="center">\$ 5,500</p>
<p>Eden Council for Hope and Opportunity 770 A Street Hayward, CA 94541 510-537-4793</p> <p>Type – Non-Profit</p>	<p>Comprehensive Fair Housing Services Provides Federal Fair Housing Law information, counseling, investigation, mediation and educational training services.</p> <p>Start-7/1/14; End-6/30/15</p>	<p>Matrix – O5J NO –24 CFR 570.208(d)(4) EA – 24 CFR 570.206(c) PN – CD-5</p>	<p>Objective: Decent Housing</p> <p>Outcome: Availability/ Accessibility</p> <p>Indicators: New access for 12 households</p>	<p align="center">\$ 6,000</p>
<p>Contra Costa Senior Legal Services 4006 MacDonald Avenue Richmond, CA 94805</p> <p>Type – Non-Profit</p>	<p>Legal Services for the Elderly Provides lower income seniors with access to free legal assistance and educational services. These will be provided by qualified and experienced attorneys and paralegals in all CDBG communities. The project will include outreach services.</p> <p>Start-7/1/14; End-6/30/15</p>	<p>Martix – 05a NO – 24 CFR 570.208(a)(2)(A) EA – 24 CFR 570.201(e) PN – CD-2</p>	<p>Objective: Suitable Living Environment</p> <p>Outcome: Availability/ Accessibility</p> <p>Indicators: New access for 110 households</p>	<p align="center">\$ 6,500</p>

Community Development Block Grant

Attachment E

Funded Activities Chart

Program Year 2014-2015

<p>St. Paul's Episcopal Church 1924 Trinity Avenue Walnut Creek, CA 94596</p> <p>Type – Non-Profit</p>	<p>Trinity Center Homeless Program Provides homeless clients with emergency services such as food provision (including hot meals), laundry and shower facilities, distribution of shower and food, phone and mail services, and resource and referral services.</p> <p>Start 12/1/14 – 6/30/15</p>	<p>Matrix – 05 NO – 24 CFR 570.208(a)(2)(i)(A) EA – 24 CFR 570.201(e) PN – H-1</p>	<p>Objective: Suitable Living Environment</p> <p>Outcome: Availability/ Accessibility</p> <p>Indicator: New access for 100 homeless individuals</p>	<p>\$ 10,000</p>
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Housing Programs

<p align="center">ID/Applicant Address / Phone / Type /</p>	<p align="center">Program Time Frame</p>	<p align="center">HUD Matrix National Objective/ Eligible Activity/ Priority Need</p>	<p align="center">Program Beneficiaries/ Performance Indicator</p>	<p align="center">Allocation</p>
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Community Development Block Grant
Funded Activities Chart
Program Year 2014-2015

Attachment E

<p>HP-1 Neighborhood Preservation Program Contra Costa County Dept. of Conservation & Dev 30 Muir Road Martinez, CA 94553</p> <p>Type – Public Agency</p>	<p>City of Walnut Creek Home Rehabilitation Loan and Emergency Grant Program Provides low interest loans and emergency grants to low and moderate-income Walnut Creek homeowners. Health and safety hazards are given top priority for consideration in the program.</p> <p>Start-7/1/14; End-6/30/15</p>	<p>Matrix – 14A NO – 24 CFR 570.208 EA – 24 CFR 570.202(a)(1) PN – CD-8</p>	<p>Objective: Decent Housing</p> <p>Outcome: Availability/ Accessibility</p> <p>Indicators: Loans and Grant to 5 households</p>	<p>\$ 116,108</p>
<p>HP-2 Affordable Housing Programs City of Walnut Creek 1666 North Main Street Walnut Creek, CA 94596</p> <p>Type – Public Agency</p>	<p>City of Walnut Creek Housing Programs These funds will be used for rental rehabilitation of multi-family affordable housing, acquisition for affordable housing or homeowner rehab for low income households.</p> <p>Start-7/1/14; End-6/30/15</p>	<p>Matrix – 14A NO – 24 CFR 570.208 EA – 24 CFR 570.202(a)(1) PN – CD-8</p>	<p>Objective: Decent Housing</p> <p>Outcome: Availability/ Accessibility</p> <p>Indicators: Loans and Grant to 5 households</p>	<p>\$ 36,664 + program income</p>

Community Development Block Grant
 Funded Activities Chart
 Program Year 2014-2015

Attachment E

Administration/Planning and Fair Housing

ID/Applicant Address / Phone / Type /	Program Time Frame	HUD Matrix National Objective/ Eligible Activity/ Priority Need	Program Beneficiaries/ Performance Indicator	Allocation
<p>AD-02 City of Walnut Creek 1666 North Main Street Walnut Creek, CA 94596 PH# (925) 943-5899 x236</p> <p>Type – City of Walnut Creek</p>	<p>Program Administration Covers salaries, benefits, training and general administrative costs associated with the management and monitoring of affordable housing activities and the CDBG and CSG programs.</p> <p>Start-7/1/14; End-6/30/15</p>	<p>Matrix – 21A NO – 24 CFR 570.208(d)(4) EA – 24 CFR 570.206 PN – CD-8</p>	<p>N/A</p>	<p>\$ 46,443 + 20% of program income</p>

Community Services Grant
 Funded Activities Chart
 Program Year 2014-2015

Attachment F

Public Services

Applicant	Program	Priority Need	Program Beneficiaries	Allocation
Contra Costa Crisis Center PO Box 3364 Walnut Creek, CA 94598 PH# (925) 935-1916	Homeless Hotline/ 211 Provides 24-hour information and referral to people who are homeless.	PN –CD-1,2 H-1	Indicator: New access for 500 households.	\$ 8,000
Monument Crisis Center 2350 Monument Blvd, Ste.B Concord, CA 94520 Type – Non profit	Nutritional Resources for Low-Income Seniors and Adults with Disabilities Provides wrap-around safety net services through on-site food distribution, direct referrals to shelter, referrals and workshops for financial assistance, referrals and access to health care and health care services, basic employment workshops, court mandated community service programs, on site legal and crisis support services.	PN – CD-1, 2, 4	Objective: Suitable Living Environment Outcome: Availability/ Accessibility Indicators: New access for 67 households	\$ 5,000
Shelter, Inc 1815 Arnold Drive Martinez, CA 94553 Ph # 925-957-7595	Rental Assistance The Homeless Prevention Program seeks to end or prevent homelessness by providing residents of Contra Costa County with one-time financial assistance for move-in costs, past due rent or mortgage in arrears. Staff examines each request thoroughly to determine whether financial help will truly resolve the housing crisis or simply prolong the crisis.	PN – H-2	Indicator: New access for 35 individuals	\$ 5,000
Senior Outreach Services of Contra Costa County 1300 Civic Drive Walnut Creek, CA 94596 PH# (925) 937-8311	Meals on Wheels Delivers hot, nutritious meals primarily to frail, homebound persons over age 60 who are unable to shop or cook for themselves. Participants benefit from daily contact by volunteers and periodic visits by outreach workers to assess status and integrate support services as needed.	CD-2	230 People	\$ 18,000

Community Services Grant
 Funded Activities Chart
 Program Year 2014-2015

Attachment F

<p>Community Violence Solutions 2101 Van Ness Street San Pablo, CA 94806 PH# (510) 237-0113</p>	<p>CIC-Child Sexual Assault Intervention The Children’s Interview Center program serves child sexual assault victims aged 2-17 years and their non-offending family members who are involved in child sexual assault investigations. Services to developmentally disabled individuals of any age are also served.</p>	<p>CD-3, CD-4</p>	<p>25 People</p>	<p>\$ 5,000</p>
<p>STAND! Against Domestic Violence 1410 Danzig Plaza, Suite 200 Concord, CA 94520 PH # (925) 676-2845</p>	<p>Domestic Violence Services for Walnut Creek Women Provides 24-hour crisis line services to battered women and their children. Crisis line services include emergency shelter screening, restraining order needs, and a broad array of referrals for supportive services such as counseling, emergency response team, support groups, and emergency shelter.</p>	<p>CD-5, CD-4</p>	<p>80 People</p>	<p>\$ 5,000</p>

Community Services Grant
Funded Activities Chart
Program Year 2014-2015

Attachment F

<p>Lions Center for the Visually Impaired 1475 Alvarado Avenue Pittsburg, CA 94565</p>	<p>Independent Living Skills Teaches independent living skills to visually impaired adults in Contra Costa County so that institutionalization can be avoided. Vision rehabilitation staff provide in-home self-help training to the visually impaired to help them regain or maintain independence. Services include: Needs assessment, adaptive daily living instruction, individual counseling, financial management, training in adaptive aids, orientation and mobility training, advocacy and case management.</p>	<p>CD-2, CD-4</p>	<p>45 People</p>	<p>\$ 5,500</p>
<p>Ombudsman Services of Contra Costa County 1601 Sutter Street, Suite A Concord, CA 94520-2621 PH# (925) 685-2070</p>	<p>Complaint Resolution for Long-Term Care Patients Investigates/reports abuse and resolves complaints of frail elderly, developmentally disabled, and mentally disoriented persons in nursing homes and residential care facilities throughout Walnut Creek.</p>	<p>CD-2</p>	<p>775 People</p>	<p>\$ 7,000</p>
<p>Rainbow Community Center 3024 Willow Pass Road Concord, CA 94519 (925) 692-0091</p>	<p>Kind Hearts Community Support Program The RCC is one of the only agencies in Contra Costa County dedicated to serving the needs of the Lesbian, Gay, Bisexual and Transgender (LGBT) community. The Kind Hearts Program provides congregate meals, food pantry services, wellness calls and home visits to LGBT seniors and persons with HIV/AIDS to promote resilience, reduce isolation and rebuild our community members' frayed and broken social networks.</p>	<p>CD-3,4</p>	<p>25 People</p>	<p>\$ 6,500</p>
<p>Cancer Support Community 3276 Mcnutt Avenue Walnut Creek, CA 94597 PH # (925) 933-0107</p>	<p>Support Services for Cancer Patients Provides support groups to cancer patients and their loved ones in English and Spanish, offers educational workshops and a kids program.</p>	<p>CD-1</p>	<p>200 People</p>	<p>\$ 5,000</p>

**CITY OF WALNUT CREEK
NOTICE OF PUBLIC HEARING
ADOPTION OF THE 2014-2015 ANNUAL ACTION PLAN
INCLUDING EXPENDITURE OF
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
AND COMMUNITY SERVICE GRANT FUNDS**

Notice is hereby given that the Walnut Creek City Council will hold a public hearing on **Tuesday, April 15, 2014 at 7:00 p.m.** in the Council Chamber, City Hall, 1666 North Main Street, Walnut Creek to consider a proposed FY 2014-2015 Action Plan, including expenditure of FY 2014-2015 Community Development Block Grant funds and Community Service Grant funds.

The 2014-2015 Annual Action Plan outlines Walnut Creek’s funding plan for the fifth year of the Contra Costa Consortium’s Five-Year Consolidated Plan. The Consolidated Plan is a federally required document which assesses the housing and non-housing community development needs of a community's lower income residents, prioritizes those needs, outlines a five year strategy for meeting the priority needs, and specifies five one year action/funding plans to address the priority needs. The Contra Costa Consortium, which includes the County and the cities of Walnut Creek, Concord, Pittsburg, and Antioch as participating jurisdictions, prepared the 2010-2015 Contra Costa Consortium Consolidated Plan (the Plan) covering the unincorporated area of the county and all of the entitlement jurisdictions. For each year in the Plan period, each participating jurisdiction must adopt, and receive federal approval of, a specific annual Action funding Plan for the jurisdiction in order to obtain federal funding pursuant to the Community Development Block Grant (CDBG) Program. The purpose of the hearing is for the Council to receive input on the City of Walnut Creek’s proposed Action Plan for FY 2014-2015.

In developing the proposed FY 2014-2015 Action Plan, the City's overriding goal has been to utilize funds for the benefit of lower income persons. Activities were funded which met one or more of the housing and community development high priority needs such as expanding economic opportunities principally for lower income persons, improving, increasing and preserving the supply of affordable housing, ensuring fair housing opportunities and the continued support of services to seniors, persons with disabilities, abused and neglected children, battered women, persons with HIV/AIDS, homeless persons and other persons in crisis.

In order to meet these objectives, the City is proposing to utilize the 2014-2015 Community Development Block Grant (CDBG) funds, estimated at \$212,750, as well as carry forward funds in the amount of \$30,000. The City of Walnut Creek intends to supplement the CDBG 2014-2015 program with \$70,000 of General Funds in the form of Community Service Grants (CSG) specifically for public services activities. All activities benefit primarily lower income persons and are consistent with a primary objective of the CDBG program.

FY 2014-2015 COMMUNITY DEVELOPMENT DRAFT FUNDING PLAN SUMMARY

<u>RECOMMENDED ALLOCATIONS</u>		<u>SOURCES OF FUNDS</u>	
Housing Programs/Infrastructure	\$137,200	2014-2015 CDBG Grant	\$ 212,750
Econ Development	\$ 25,000	2014-2015 CSG Grant	\$ 70,000
Public Services (CDBG)	\$ 38,000	2014-2015 CDBG CF	\$ 30,000
Public Services (CSG)	\$ 70,000		
Administration/Planning	<u>\$ 42,550</u>		
Total Funds Allocated:	\$ 312,750	Total Funds Available:	\$ 312,750

The funding plan also recommends that any additional CDBG revenue received during the program year, either through program income or through an increase in the 2014-2015 allocation, be allocated in the following manner:

Housing Programs:	80%
Program Administration:	20%

The draft FY 2014-2015 Action Plan may be reviewed during normal business hours in the Walnut Creek Community Development Department, City of Walnut Creek, 1666 N. Main Street, Walnut Creek, CA 94596, or online at www.walnut-creek.org. Interested parties are encouraged to submit written comments on the proposed plan and amendments. Written comments may be submitted to: CDBG/CSG Program, City of Walnut Creek, 1666 North Main Street, Walnut Creek, CA 94596; FAX No. (925) 256-3500; or e-mail: Margot Ernst, CDBG/Housing Analyst at ernst@walnut-creek.org, no later than 5:00 p.m. Tuesday, April 15, 2014. Oral comments may be made at the April 14, 2014 City Council meeting, or prior to the meeting by calling Margot Ernst at 925-943-5899 x 2208.

Disabled individuals requiring special accommodation in order to participate in the public hearing process should contact the City Clerk at (925) 943-5819. Hearing impaired individuals may call the California Relay Service at (800) 735-2929 for assistance.

This Notice of Public Hearing is published in accordance with federal regulations from the U. S. Department of Housing and Urban Development.

LOCAL GOVERNMENT CERTIFICATIONS

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

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

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

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

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

subparagraph 4(b), with respect to any employee who is so convicted -

- (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

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

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

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

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

Sandra Meyer

Date

Community Development Director

Attachment H

Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s), 2013, 2014, 2015 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made

against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

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

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

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

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

Sandra Meyer
Community Development Director

Date

APPENDIX TO CERTIFICATIONS**INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:****A. Lobbying Certification**

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

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies. (This is the information to which jurisdictions certify).
4. For grantees who are individuals, Alternate II applies. (Not applicable jurisdictions.)
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment

office, performers in concert halls or radio stations).

7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).
8. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance: 1666 North Main Street
Walnut Creek, CA 94596

Check ___ if there are workplaces on file that are not identified here; The certification with regard to the drug-free workplace required by 24 CFR part 24, subpart F.

9. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C.812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).