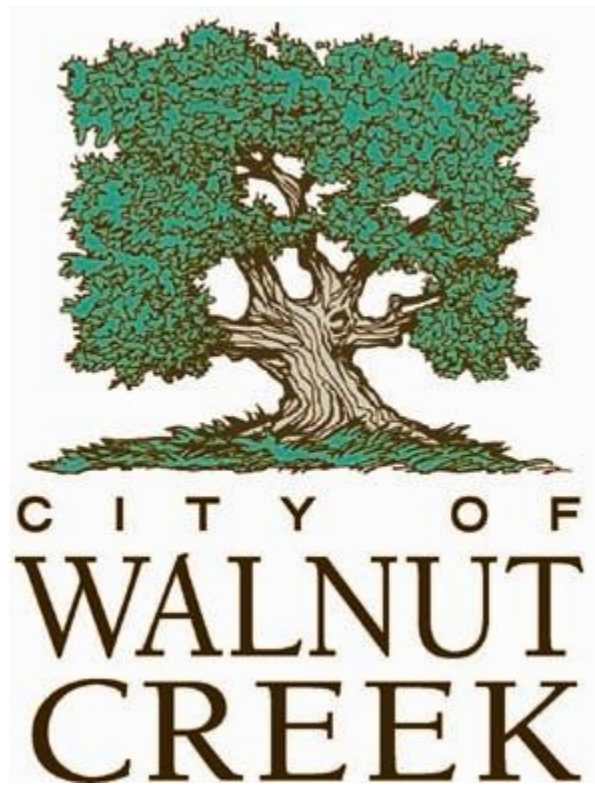


2015-2016 Annual Action Plan



Community Development Block Grant
DRAFT April 5, 2015

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

Introduction

To Meet Affordable Housing and Community Development Needs

For the Consolidated Plan period (2015-2020), the City anticipates that approximately \$14.368 million will be available for local affordable housing programs, community services, and economic development, including \$1.15 million of federal resources. The City will have an estimated \$11.393 million of affordable housing impact and commercial linkage fees, \$1.44 million from the General Fund, and the remaining amount will come from loan repayments, bond revenue and interest earnings.

In each program year, the anticipated uses of CDBG funds include the following:

\$115,000 for the City's Home Rehabilitation Loan and Emergency Grant program;

\$34,500 for public services;

\$25,000 for economic development activities;

\$50,000 for program administration;

the remaining amounts may be used to fund public facility improvements (for local non-profit service providers).

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 Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	239,347	20,000	62,161	321,508	920,000	Entitlement Funds from the CDBG Program, and program income through loan repayments
General Fund	public - local	Admin and Planning Housing Public Services	318,000	0	0	318,000	1,272,000	General fund for Community Service Grant Program, Crisis Counselor Program, and Program Administration
Housing Trust Fund	public - local	Acquisition Housing	3,700,000	0	0	3,700,000	8,000,000	Housing Impact Fees and Commercial Linkage Fees
Other	public - local	Admin and Planning Housing	378,600	0	0	378,600	1,514,400	Housing Impact Fees (less than 10% for admin)
Other	public - local	Admin and Planning Housing Public Services	77,000	0	0	77,000	308,000	Loan Repayments to the Housing Successor Agency through the First Time Homebuyer Downpayment Assistance Program and Residual Rent Receipts

Table 1 - Expected Resources – Priority Table

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

For the development of Affordable Housing, the City is usually the first funder, providing acquisition financing for the development of affordable housing. The Cities Acquisition funding is leveraged on an average ratio of 1/7. For every dollar we commit, an additional 7 dollars is leveraged. Leveraged funds include private lending institutions, tax credits, sweat equity, federal HOME and HOPWA funds, as well as other federal programs; and state funds such as the Mental Health Service Act (MHSA) and BEGIN funds. All of the public service and economic development activities funded through the competitive process require additional funding from other sources. Often, CDBG and CSG funds account for only a small percentage of the overall program funding. In the case of the school crisis counselor program, the City requires a minimum of 50% from the school districts to fund the program.

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

Not Applicable

Discussion

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	AH-4: New Supportive Housing - Special Needs	2015	2020	Affordable Housing		Affordable Housing Homelessness Prevention	Housing Trust Fund: \$1,700,000	Rental units constructed: 20 Household Housing Unit
2	AH-1: New Construction of Affordable Housing	2015	2020	Affordable Housing		Affordable Housing	Housing Trust Fund: \$2,100,000	Homeowner Housing Added: 37 Household Housing Unit
3	AH-3: Maintain and Preserve Affordable Housing	2015	2020	Affordable Housing		Affordable Housing	CDBG: \$119,500	Homeowner Housing Rehabilitated: 5 Household Housing Unit
4	AH-2: Homeownership Opportunities	2015	2020	Affordable Housing		Affordable Housing	Impact Fees: \$300,000	Direct Financial Assistance to Homebuyers: 4 Households Assisted
5	H-1: Shelter for Homeless Population	2015	2020	Homeless		Homelessness Prevention Non-Housing Community Development	CDBG: \$5,000 General Fund: \$10,000	Homeless Person Overnight Shelter: 20 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 30 Beds
6	H-2: Services for Homeless (Non-Shelter Related)	2015	2020	Homeless		Homelessness Prevention Non-Housing Community Development	CDBG: \$11,500 General Fund: \$15,000	Public service activities other than Low/Moderate Income Housing Benefit: 360 Persons Assisted Homelessness Prevention: 25 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	CD-2: Senior Services	2015	2020	Non-Housing Community Development		Non-Housing Community Development	CDBG: \$6,500 General Fund: \$33,000	Public service activities other than Low/Moderate Income Housing Benefit: 694 Persons Assisted
8	CD-3: Youth Services	2015	2020	Non-Housing Community Development		Non-Housing Community Development	General Fund: \$85,000	Public service activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted Other: 600 Other
9	CD-5: Fair Housing	2015	2020	Non-Homeless Special Needs		Non-Housing Community Development	CDBG: \$6,000	Public service activities for Low/Moderate Income Housing Benefit: 11 Households Assisted
10	CD-4: Non-Homeless Special Needs	2015	2020	Non-Homeless Special Needs			General Fund: \$12,000	Public service activities other than Low/Moderate Income Housing Benefit: 108 Persons Assisted
11	CD-1: General Public Services	2015	2020	Non-Housing Community Development		Non-Housing Community Development	CDBG: \$17,500 General Fund: \$24,000	Public service activities other than Low/Moderate Income Housing Benefit: 1328 Persons Assisted
12	CD-6: Economic Development	2015	2020	Non-Housing Community Development		Non-Housing Community Development	CDBG: \$25,000	Businesses assisted: 38 Businesses Assisted
13	CD-7: Public Facility, Infrastructure & Access	2015	2020	Non-Housing Community Development		Non-Housing Community Development	CDBG: \$120,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted
14	CD-8: Administration	2015	2020	Administration		Administration	CDBG: \$60,000	

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	AH-4: New Supportive Housing - Special Needs
	Goal Description	Provide acquisition and preconstruction funding for new affordable rental housing projects that provide low, very low and extremely low income units for persons with special needs.
2	Goal Name	AH-1: New Construction of Affordable Housing
	Goal Description	
3	Goal Name	AH-3: Maintain and Preserve Affordable Housing
	Goal Description	Home Rehabilitation Loans and Emergency Grants through the City's Home Rehabilitation Loan Program. Homeowners in Walnut Creek with household incomes below 80% of area median income are eligible for these low interest loans, and emergency grants for home repairs, particularly those related to health, safety, and accessibility.
4	Goal Name	AH-2: Homeownership Opportunities
	Goal Description	The City provides downpayment assistance to low and moderate income households (up to 120% of AMI) through the First Time Homebuyer Assistance program. Household incomes range from 60% of AMI to 120% of AMI. The program provides up to \$65,000 or 17% of the price of the home (whichever is less) towards the downpayment. The loan is a silent second equity share loan that requires owner occupancy for the length of the loan.
5	Goal Name	H-1: Shelter for Homeless Population
	Goal Description	Funding for overnight emergency shelters for homeless individuals and families.
6	Goal Name	H-2: Services for Homeless (Non-Shelter Related)
	Goal Description	Funding for daytime drop in center, outreach programs and homeless prevention services.

7	Goal Name	CD-2: Senior Services
	Goal Description	Funding for organizations that provide critical services to seniors and frail elderly including case management, legal services, and food provision.
8	Goal Name	CD-3: Youth Services
	Goal Description	Fund programs that provide services ensuring the well being and safety of children and youth.
9	Goal Name	CD-5: Fair Housing
	Goal Description	Funding for HUD certified fair housing providers
10	Goal Name	CD-4: Non-Homeless Special Needs
	Goal Description	Funding for programs that provide critical, supportive, and emergency services to individuals with special needs, such as survivors of domestic violence, persons with HIV/AIDS, and disabled persons.
11	Goal Name	CD-1: General Public Services
	Goal Description	Funding for programs providing critical and supportive services to low income individuals and households, including crisis intervention services, food provision services, tenant/landlord services, and support groups.
12	Goal Name	CD-6: Economic Development
	Goal Description	Funding to assist low income individuals and business owners to start a new microenterprise, or expand existing businesses.
13	Goal Name	CD-7: Public Facility, Infrastructure & Access
	Goal Description	funding to support rehabilitation and accessibility upgrades to public facilities.

14	Goal Name	CD-8: Administration
	Goal Description	Funding to support the administration of the CDBG program, including application review, contract administration, preparation of required plans and reports, including the Annual Action Plan and Consolidated Annual Performance and Evaluation Report, monitoring, and NEPA reviews.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City of Walnut Creek receives an annual allocation of Community Development Block Grant (CDBG) funds from the US Department of Housing and Urban Development. HUD awards grant to entitlement communities to carry out a wide range of community development activities directed toward revitalizing neighborhoods.

In the Fall of 2014, the Contra Costa Consortium issued an RFP requesting applications for the 2015-2017 Grant Cycle. Walnut Creek received 22 applications for the CDBG and CSG programs. On March 18, 2015, the Council Housing and Community Development Subcommittee held a public hearing to consider the applications.

With a recommended \$30,000 increase for the CSG program, there is an estimated \$456,000 in CDBG and CSG funds available: \$147,500 available for public services (CSG and CDBG); \$47,869 for program administration; and \$260,749 for Economic Development, Public Facility, and Housing activities.

#	Project Name
1	Contra Costa Senior Legal Services
2	Contra Costa County Homeless Program
3	Anka Behavioral Services - Hope Plus
4	ECHO Housing - Tenant Landlord
5	ECHO Housing - Fair Housing
6	Contra Costa Child Care Council
7	Workforce Development Board of Contra Costa County
8	Neighborhood Preservation Program
9	City of Walnut Creek – Program Administration
10	Shelter, Inc. – Homeless Prevention
11	Monument Crisis Center
12	Trinity Center Bathroom Rehab
13	Contra Costa Crisis Center- Crisis Line
14	Community Violence Solutions- Children's Interview Center
15	STAND! For Families Free of Violence - Crisis Line
16	Ombudsman Services of Contra Costa
17	Senior Outreach Services - Meals on Wheels
18	Senior Outreach Services-Care Management
19	Trinity Center
20	Lions Center for the Visually Impaired - Independent Living
21	Cancer Support Community - Cancer Support Services
22	Rainbow Community Center

Table 3 – Project Information

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

The City prioritized projects and programs that meet CDBG program primary objective to develop viable urban communities by providing decent housing, a suitable living environment, and expanded economic opportunities; principally for person of low and moderate incomes. The projects were also weighed against the City's highest priority needs. As shown in the above chart, the City is funding a wide array of priority needs including maintaining and preserving affordable housing, services for the homeless, senior services, economic development activities, and fair housing services.

To address the underserved needs, the City is increasing the CSG program back to pre-2010 level of \$100,000. The CSG program is specifically designed to augment the public service portion of the CDBG program. The City is also reviewing the new expenditure regulations for the Housing Successor Agency funds, and is anticipating using some funds in the future for homeless prevention and rapid-rehousing activities.

In addition to the \$80,000 allocated to Trinity Center for the Bathroom Rehabilitation project, the City is authorizing additional funding, if available and necessary, in order to make both bathrooms fully accessible.

AP-38 Project Summary
Project Summary Information

1	Project Name	Contra Costa Senior Legal Services
	Target Area	
	Goals Supported	CD-2: Senior Services
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$6,500
	Description	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.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	75 Seniors
	Location Description	In the Concord office and also at the City of Walnut Creek Senior Center, located in Civic Park.
	Planned Activities	Provide free legal counseling, advice, representation and litigation services to seniors in connection with their housing, income maintenance, consumer and individual rights and other elder law issues.
2	Project Name	Contra Costa County Homeless Program
	Target Area	
	Goals Supported	H-2: Services for Homeless (Non-Shelter Related)
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$5,000
	Description	Provides critical services to homeless individuals seeking emergency shelter at the single adult shelter in Concord. Provides meals, shelter, case management, telephone, vocational services, health care and substance abuse services, and one on one case management services.
	Target Date	6/30/2016

	Estimate the number and type of families that will benefit from the proposed activities	20 individuals
	Location Description	Concord and Richmond
	Planned Activities	provide emergency shelter and wrap-around services to assist persons in finding appropriate long-term housing. Services will include case management, housing and benefits assistance, meals, laundry facilities, healthcare, mental health services and substance abuse treatment to residents. Residents can stay at the shelter up to 120-days.
3	Project Name	Anka Behavioral Services - Hope Plus
	Target Area	
	Goals Supported	H-2: Services for Homeless (Non-Shelter Related)
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$6,000
	Description	Hope Plus is a outreach project managed and operated by Anka Behavioral Health, Inc., in partnership with other homeless service, mental health, and substance abuse services providers. These partnerships provide integrated health, mental health, and substance abuse services for homeless people with mental health and substance abuse issues who are living outside on the streets and in encampments.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	35 homeless individuals.
	Location Description	Services are provided by outreach teams on the streets and in encampments in Walnut Creek, Ca.

	Planned Activities	Provide homeless clients suffering from mental health and substance abuse disorders access to integrated health, mental health and substance abuse services and to living environments which support their recovery. The HOPE Plus outreach team will assist clients in finding shelter, receiving medical care, enrolling in benefits, referral to residential treatment programs, and HIV testing and counseling. The teams will also provide food, sleeping bags, clothing, and transportation to medical care and local homeless assistance programs.
4	Project Name	ECHO Housing - Tenant Landlord
	Target Area	
	Goals Supported	CD-1: General Public Services
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$5,500
	Description	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 to help callers get and keep their homes by enabling them to exercise their housing rights.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	95 households
	Location Description	Hayward and Concord. Services provided by phone
Planned Activities	ECHO's staff shall provide information and build community awareness with regard to housing rights and responsibilities to both tenants and landlords residing in Walnut Creek. Services shall include telephone counseling regarding housing rights and responsibilities, dispute resolution, development and distribution of flyers and brochures, conducting housing clinics and community presentations.	
5	Project Name	ECHO Housing - Fair Housing
	Target Area	
	Goals Supported	CD-5: Fair Housing
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$6,000

	Description	To provide Federal and State Fair Housing Law information, counseling, investigation, mediation and educational training services.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	11 households
	Location Description	Hayward and Concord. Services accessed by phone.
	Planned Activities	ECHO Housing is a HUD-approved housing counseling agency, and satisfies the HUD definition of Fair Housing Enforcement Organization (FHO) and Qualified Fair Housing Enforcement Organization (QFHO). ECHO will affirmatively further fair housing and address discrimination by assisting and educating residents who allege discrimination, conduct a systemic audit to uncover hidden discrimination, and provide training to owners and managers.
6	Project Name	Contra Costa Child Care Council
	Target Area	
	Goals Supported	CD-6: Economic Development
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$10,000
	Description	Will provide technical assistance, training and general support leading to the State Licensing of Walnut Creek family child care providers.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	18 businesses
	Location Description	Concord, CA
	Planned Activities	Provide microenterprise assistance for those who want to maintain or start stable small businesses as licensed home-based family childcare providers. Activities will include outreach, recruiting new and existing childcare providers, assessing training needs, offering technical assistance and support in the application process for licensing, site visits, workshops and classes.

7	Project Name	Workforce Development Board of Contra Costa County
	Target Area	
	Goals Supported	CD-6: Economic Development
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$15,000
	Description	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.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	10 businesses
	Location Description	Pleasant Hill, CA
Planned Activities	Will provide group training and individualized advising to support low-to-moderate income individuals achieve self-sufficiency by starting and/or growing micro-enterprises. The project will also support the creation of additional employment opportunities in key sectors by delivering services focused on accessing capital, securing certifications/procurement contracts, exporting and increasing sales.	
8	Project Name	Neighborhood Preservation Program
	Target Area	
	Goals Supported	AH-3: Maintain and Preserve Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$119,000
	Description	This program administers the City of Walnut Creek's Home Rehabilitation Loan and Emergency Grant Program, which provides low-interest loans and emergency grants to low- and moderate- income homeowners.
	Target Date	6/30/2016

	Estimate the number and type of families that will benefit from the proposed activities	6 households
	Location Description	City-wide
	Planned Activities	
9	Project Name	CITY OF WALNUT CREEK - PROGRAM ADMINISTRATION
	Target Area	
	Goals Supported	CD-8: Administration
	Needs Addressed	Administration
	Funding	CDBG: \$47,869
	Description	Covers salaries, benefits, training and general administrative costs associated with the management of the CDBG program.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Walnut Creek City Hall
	Planned Activities	
10	Project Name	Shelter, Inc.
	Target Area	
	Goals Supported	H-2: Services for Homeless (Non-Shelter Related)
	Needs Addressed	Homelessness Prevention
	Funding	CDBG: \$5,000
	Description	This program prevents homelessness for households at-risk of homelessness or rapidly re-housing households who are homeless by providing short-term financial assistance for move-in costs or past due rent. A case manager screens potential recipients, provides counseling and recommends eligible households for financial assistance.
	Target Date	6/30/2016

	Estimate the number and type of families that will benefit from the proposed activities	25 individuals/ 8 households
	Location Description	Martinez, Ca
	Planned Activities	Provide short term financial assistance to low-income households for move-in costs or past due rent.
11	Project Name	Monument Crisis Center
	Target Area	
	Goals Supported	CD-1: General Public Services
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$12,000 General Fund: \$1,500
	Description	The Monument Crisis Center offers 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.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	408 individuals
	Location Description	Concord, CA
	Planned Activities	Provide on-site food distribution, direct referrals to shelter, referrals and workshops for financial assistance, basic employment workshop and legal and crisis support services.
12	Project Name	Trinity Center Bathroom Rehab
	Target Area	
	Goals Supported	CD-7: Public Facility, Infrastructure & Access
	Needs Addressed	
	Funding	CDBG: \$800,000

	Description	Refurbish two bathrooms at Trinity Center, a local day time multi-service center for the homeless. The project will replace showers, toilets, sinks and flooring; and make critical accessibility upgrades.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	351 individuals
	Location Description	At Trinity Center in Walnut Creek, CA
	Planned Activities	
13	Project Name	Contra Costa Crisis Center- Crisis Line
	Target Area	
	Goals Supported	CD-1: General Public Services
	Needs Addressed	Non-Housing Community Development
	Funding	General Fund: \$9,000
	Description	Contra Costa Crisis Center's call center is comprised of a 24 hour crisis intervention service and a 211 information and referral service. Both programs utilize a robust social service database of local homeless, health and social services programs. Full-time professional staff and highly trained volunteers provide immediate crisis support service as well as immediate information and referrals 24 hours per day - to emergency shelters, emergency food programs, job training, health care and other services. These programs work on both the mental health as well as the basic needs of people in crisis - to enable those in need to access resources in their community quickly and easily, and allowing residents in need a single point of entry for a variety of resources.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	600 individuals
	Location Description	Walnut Creek, CA
	Planned Activities	Provide 24-hour crisis line services through two crisis line program: Crisis Intervention Service and 211 Information and Referral Service.

14	Project Name	Community Violence Solutions- Children's Interview Center
	Target Area	
	Goals Supported	CD-3: Youth Services
	Needs Addressed	Non-Housing Community Development
	Funding	General Fund: \$5,000
	Description	The Children's Interview Center program of Community Violence Solutions serves child sexual assault victims aged 2-17 years and their non-offending family members who are involved in criminal and/or child protective services investigations--primarily child sexual abuse, but, increasingly, including physical abuse, domestic violence as well. Services are also provided to developmentally disabled individuals of any age. Services include forensic interview, advocacy, case management, and mental health services. Participants are referred from all areas and cities of the county and only by law enforcement and social services.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	20 individuals
	Location Description	
	Planned Activities	Services include forensic interview, advocacy, case management, and mental health services.
15	Project Name	STAND! For Families Free of Violence - Crisis Line
	Target Area	
	Goals Supported	CD-4: Non-Homeless Special Needs
	Needs Addressed	Non-Housing Community Development
	Funding	General Fund: \$6,000
	Description	STAND!'s Crisis Line provides 24-hour phone-based response for domestic violence victims, families, and the community. Crisis Line services include immediate crisis response, safety planning and assessment, crisis counseling, screening for the Emergency Shelter, information, and referrals for both in-house and community services, such as counseling, support groups, legal advocacy, and others. The Crisis Line is the primary point of entry for STAND!'s comprehensive services.

	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	80
	Location Description	Concord, CA (by phone)
	Planned Activities	Provide 24-hour crisis line services.
16	Project Name	Ombudsman Services of Contra Costa
	Target Area	
	Goals Supported	CD-2: Senior Services
	Needs Addressed	Non-Housing Community Development
	Funding	General Fund: \$8,000
	Description	Dependent adults and elderly residing in long term care facilities will have access to safe and secure environments through the advocacy of trained and certified Ombudsmen who investigate abuse and ensure compliance of facilities with Title 22 California Code of Regulations for the purpose of creating a suitable living environment.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	750 Individuals
	Location Description	City-Wide, Walnut Creek, CA
	Planned Activities	Investigate abuse and ensure that long-term care facilities are in compliance with Title 22 California Code of Regulations.
17	Project Name	Senior Outreach Services - Meals on Wheels
	Target Area	
	Goals Supported	CD-2: Senior Services
	Needs Addressed	
	Funding	General Fund: \$18,000

	Description	Meals On Wheels delivers nutritious meals to all frail, home bound seniors living in Contra Costa County and to help them to live at home in safety, in comfort, and with dignity for as long as they can. Clients are over 60, home bound, and are unable to shop and/or prepare meals for themselves. Seniors benefit from daily health and wellness checks from volunteer drivers and ongoing client monitoring through in-home visits by outreach workers.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	289 Seniors
	Location Description	Walnut Creek, CA
	Planned Activities	Deliver nutritious meals to home bound seniors.
18	Project Name	Senior Outreach Services-Care Management
	Target Area	
	Goals Supported	CD-2: Senior Services
	Needs Addressed	Non-Housing Community Development
	Funding	General Fund: \$7,000
	Description	The Care Management Program provides an array of services geared to help older adults and their families meet long-term care needs. Care Managers assist seniors to resolve critical issues affecting their health and wellness while aiming to help them live as independently as possible. Our bilingual care management professionals are trained in gerontology, social work, or counseling, and have decades of experience in the field. One Care Manager is a certified HUD Specialist. Their knowledge and the sensitivity to seniors needs make them uniquely effective advocates for seniors in need.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	80 Seniors
	Location Description	Walnut Creek, CA

	Planned Activities	Provide care management services to assist seniors and help them resolve critical issues affecting their health and wellness while aiming to help them to maintain their independent living.
19	Project Name	Trinity Center
	Target Area	
	Goals Supported	H-2: Services for Homeless (Non-Shelter Related)
	Needs Addressed	Homelessness Prevention
	Funding	General Fund: \$20,000
	Description	Trinity Center is a dynamic, non-residential program that serves people who are homeless or at risk of homelessness. Clients receive resource and referral services, two meals a day, use of laundry and showers, distribution of clothing and food, and access to telephone and mail. The Center is an opportunity for community and safe place off the street.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	250
	Location Description	Walnut Creek, CA
	Planned Activities	Provide onsite services to the homeless at a daytime multiservice center open 5 days a week. Services include case management, resource and referral, employment assistance, laundry and showers, distribution of clothing and food, and access to telephone and mail.
20	Project Name	Lions Center for the Visually Impaired - Independent Living
	Target Area	
	Goals Supported	CD-4: Non-Homeless Special Needs
	Needs Addressed	
	Funding	General Fund: \$7,000
	Description	The program provides in-home independent living skills instruction and training to visually impaired adults so they will maintain their independence and avoid institutionalization.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	28 Individuals
	Location Description	Pittsburg, CA
	Planned Activities	Provide in-home independent living skills instruction and training.
21	Project Name	Cancer Support Community - Cancer Support Services
	Target Area	
	Goals Supported	CD-1: General Public Services
	Needs Addressed	Non-Housing Community Development
	Funding	General Fund: \$7,000
	Description	Program provides comprehensive, evidence-based programs and services for cancer patients and their families and caregivers. They include therapeutic and decisional counseling, exercise, nutrition and patient education programs. Our services are provided free of charge to be readily accessible to low income families, and they are demonstrated to enable people with cancer to live longer and maintain the highest possible quality of life.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	200 Individuals
	Location Description	Walnut Creek, CA
	Planned Activities	provide support services for cancer patients and their care givers, including counseling, education services, exercise, and nutrition programs.
22	Project Name	Rainbow Community Center
	Target Area	
	Goals Supported	CD-1: General Public Services
	Needs Addressed	Non-Housing Community Development
	Funding	General Fund: \$6,500

Description	The Rainbow Community Center 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.
Target Date	
Estimate the number and type of families that will benefit from the proposed activities	25 individuals
Location Description	Walnut Creek, CA
Planned Activities	Concord, CA

AP-50 Geographic Distribution - 91.420, 91.220(f)

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

There are not geographic areas of entitlement and the CDBG funds will be distributed to low-income residents throughout the City. Many of the senior services will be utilized by residents living in Rossmoor, a senior-only housing area on the southwest side of Walnut Creek. The average age of Rossmoor residents is 77 years old, and the average income is less than 80% of Area Median Income.

Geographic Distribution

Target Area	Percentage of Funds

Table 4 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

N/A

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

Introduction

The Action Plan outlines activities 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.

Actions planned to address obstacles to meeting underserved needs

The biggest obstacle to meeting the underserved needs are funding. To address this, the City is planning to increase the Community Service Grant (CSG) program by 43% to restore it to its pre-2010 level of \$100,000. The CSG program is specifically designed to augment the public services portion of the CDBG program and will help to bring critical services to Walnut Creek's lowest income residents. The City is also reviewing the new expenditure guidelines for the Housing Successor Agency (former Redevelopment Agency Housing Set Aside Fund), and anticipates using some of the funds for homeless prevention and rapid rehousing in the future.

The City has a certified 2015-2023 Housing Elements which describes obstacles to affordable housing development, and actions to address those obstacles. Two primary tools are the City's progress housing policies, including the Commercial Linkage Fee ordinance and the Inclusionary Housing ordinance, both of which require housing impact fee payments on a square foot basis.

Actions planned to foster and maintain affordable housing

The City has a strong commitment to foster and maintain affordable housing. Last year, the City received State Certification for its 2015-2023 Housing Element, which outlines the City's goals, policies, and programs to meet the housing needs over the next decade. Affordable Housing, Special Needs Housing, Fair Housing, and Housing Preservation are among the 8 Primary Goals in the Housing Element. Two of the primary tools, as mentioned above, are the City's Commercial Linkage Fee and Inclusionary Housing Ordinance. In addition, the City is planning to review its Relocation Assistance requirements as well as conducting new nexus studies for the housing impact fees.

Actions planned to reduce 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.

Actions planned to reduce the number of poverty-level families

In 2015-2016, 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.

Additionally, 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 CSG funds to support services to prevent and alleviate domestic violence, which often renders women and children impoverished or homeless.

Actions planned to develop institutional structure

Federally funded housing and community development activities are administered through the Community and Economic Development Department, under the Housing Division. The Housing Division 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 Housing Division staff administers the CDBG, CSG and School Crisis Counselor Grant programs.

As part of the Community and Economic Development Department, the Housing Division staff 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 well developed.

Developers and Lenders: Nonprofit developers, such as Satellite Affordable Housing Associates 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 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.

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. Subrecipients expressed gratitude for the new program and felt that it saved both time and money. All applications for the following grant cycle were submitted through the database, as well as all corresponding reporting and invoicing. 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.

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

The City of Walnut Creek does not have any public housing.

Program Specific Requirements

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

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	62,161
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	62,161

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	82.00%

**CITY OF WALNUT CREEK
NOTICE OF PUBLIC HEARING FOR ADOPTION OF:
THE 2015-2020 CONSOLIDATED PLAN & 2015-2016 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, May 5, 2015 at 7:00 p.m.** in the **Council Chamber, City Hall, 1666 N. Main Street, Walnut Creek** to consider a proposed FY 2015-2020 Consolidated Plan, and the 2015-2016 Annual Action Plan, including expenditure of FY 2015-2016 Community Development Block Grant funds and Community Service Grant funds.

Consolidated Plan

The Contra Costa Consortium (which includes the CDBG entitlement jurisdictions of Antioch, Concord, Pittsburg, Walnut Creek, and Contra Costa County) has prepared a draft housing and community development plan - the five-year Consolidated Plan. The Consolidated Plan is mandated by the federal Department of Housing and Urban Development (HUD) and outlines existing and future housing and community development needs, and sets forth the strategies the Consortium will undertake and prioritize for using federal funds to address those needs.

Annual Action Plan

The 2015-2016 Annual Action Plan outlines Walnut Creek's funding plan for the first year of the Contra Costa Consortium's Five-Year Consolidated Plan.

In preparing the proposed FY 2015-2016 Action Plan, the City's overriding goal was to utilize funds for the benefit of lower income persons. Activities were proposed to be funded to meet one or more of the affordable housing and community development goals identified in the Consolidated Plan, 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 2015-2016 Community Development Block Grant (CDBG) funds, including program income, estimated at \$371,715 combined with an estimated \$100,000 of General Funds in the form of Community Service Grants (CSG). All activities benefit primarily lower income persons and are consistent with a primary objective of the CDBG program.

FY 2015-2020 COMMUNITY DEVELOPMENT FUNDING PLAN SUMMARY

RECOMMENDED ALLOCATIONS		SOURCES OF FUNDS	
Housing / Public Facility	\$ 199,500	2015-2016 CDBG Grant	\$ 239,357
Economic Development	\$ 25,000	CDBG Program Income	\$ 116,828
Public Services (CDBG)	\$ 47,869	and Carry Forward	
Public Services (CSG)	\$ 100,000	2015-2016 CSG Grant	\$ 100,000
Administration/Planning	\$ 47,869		
Total Funds Allocated:	\$ 441,129	Total Funds Available:	\$ 456,185

*additional funds to be allocated to Housing, Public Facility and Administrative activities, as available.

The draft 2015-2020 Consolidated Plan, and the draft 2015-2016 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, or online at www.walnut-creek.org. Interested parties are encouraged to submit written comments on the proposed plans. Written comments may be submitted to: Margot Ernst, CDBG/Housing Analyst, City of Walnut Creek, 1666 N. Main Street, Walnut Creek, CA 94596; FAX No. (925) 256-3500; or e-mail: ernst@walnut-creek.org, no later than 5:00 p.m. Tuesday, May 5, 2015. Oral comments may be made at the City Council meeting on May 5, 2015, or prior to the meeting by calling Margot Ernst at (925) 943-5899 x2208.

Disabled individuals requiring special accommodation in order to participate in the public hearing process should contact the City Clerk, Suzie Martinez 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.

/s/ Suzie Martinez
CITY CLERK

CCT #5450190; Apr. 4, 2015

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
Community and Economic Development Director

Date

Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s), 2015, 2016, 2017 (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 and Economic 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).