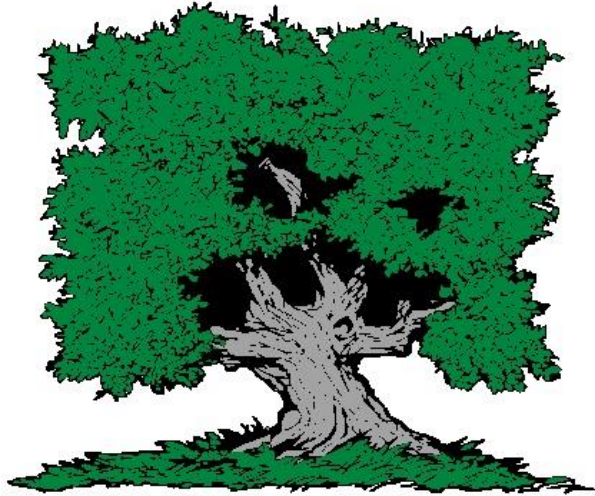


2016-2017

Annual Action Plan



CITY OF
WALNUT
CREEK

Executive Summary

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

1. Introduction

Through the Department of Housing and Urban Development, the City of Walnut Creek receives Community Development Block Grant (CDBG) 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 2016-2017 Annual Action Plan covers the second of the five program years discussed in the Consolidated Plan.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Below is a brief summary of the overall goals identified within the Consolidated Plan.

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 Low-to-Moderate Income households.

AH-3: Maintain and preserve the existing affordable housing stock, including single family residences and apartments owned and occupied by Low-to-Moderate Income households.

AH-4: Increase the supply of appropriate and supportive housing for special needs populations, including seniors, persons with disabilities, persons with HIV/AIDS, Low-to-Moderate Income veterans, the homeless, and extremely low-income residents.

Assisting the Homeless

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

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

Non-Housing Community Development

CD-1 General Public Services: Assist in providing opportunities and services to improve the quality of life for lower-income persons.

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

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

CD-4 Non-Homeless Special Needs: Assist in providing opportunities and services 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, and low-income veterans.

CD-5 Fair Housing: Promote fair housing activities and affirmatively further fair housing.

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

CD-7 Public Facility, Infrastructure and Accessibility: Maintain quality public facilities and adequate infrastructure, and provide access for lower-income persons and persons with special needs.

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.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City is responsible for ensuring compliance with all rules and regulations associated with the CDBG program. The City's past Annual Action Plans and Consolidated Annual Performance and Evaluation Reports (CAPERs) provided many details about the innovations, projects and programs completed by the City over the past five years. The evaluation of past performance is critical to ensuring the City and its subrecipients are implementing activities effectively and that those activities align with the City's overall strategies and goals.

In general, the community development and affordable housing activities that were implemented during the last Consolidated Plan time period served the identified needs. The five-year performance measures matrix and the one-year annual performance measures matrix in each of the City's CAPERs show how the City performed against the five-year strategic plan and the one-year action plan goals. The comparison of accomplishment data to goals indicate that the Consolidated Plan activities made a positive impact on the identified needs.

In the previous 2010-2015 Consolidated Plan, the City made significant progress on many of its short- and long-term housing, public service and economic development goals, including the development of a 10 unit affordable homeownership project and a 48 unit affordable rental project, certification of the 2015-2023 Housing Element, and providing public services to over 20,000 Walnut Creek residents.

In the current year (the first year of the 2015-2020 Consolidated Plan Period), the City is making progress on its identified goals. The program year is still underway and final outcomes will not be reported until July, 2016.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The 2015-2020 Consolidated Plan outlines the city's priority needs and identifies strategies and funding sources to meet those needs. The consolidated planning process included extensive community outreach, citizen input and consultation with government, non-profit agencies, and other stakeholder groups. Outreach during the consolidated planning period included five community meetings and a widely distributed community survey that was available both online and in print form, and in both Spanish and English. Information on the Survey and community meetings was advertised in the paper and sent to over 600 interested parties.

The Consortium held a kick off meeting for the 2015-2017 grant cycle in October 2014. The RFP was sent to over 600 agencies and interested parties. In March of 2015 the Council Housing and Community Development Committee held a public meeting to consider all of the applications. During that meeting, applicants were invited to present their program before the committee. In May of 2015, the City Council approved the funding recommendations for the 2015-2016 Annual Action Plan, which approved funding for two years contingent upon fund availability and program performance.

In September of 2015, the County and City of Walnut Creek issued a mid-cycle NOFA to solicit applications for Housing and Public Facility Improvement projects. The NOFA/RFP was sent to over 600 interested parties representing various non-profit organizations and public agencies throughout the County. The kick off meeting was held on October 22, 2015. Over 50 interested parties attended the meeting.

On January 31, 2016 a public hearing notice was published in the Contra Costa Times newspaper announcing the March 1, 2016 public hearing at the City Council meeting to consider a Substantial Amendment of the 2015-2016 Annual Action Plan. The Housing and Community Development Committee held a public meeting on February 8, 2016 and recommended the Substantial Amendment. The Substantial Amendment was approved by City Council on March 1, 2016 at a public hearing.

On March 29, 2016, the Council Housing and Community Development Committee met at a public meeting to discuss and make funding recommendations for the 16-17 program year. The 16-17 program year is a renewal year in the program cycle. On April 1, 2016 a public hearing notice was published in the Contra Costa Times announcing the May 3rd, 2016 City Council Public Hearing to consider and approve the 2016-2017 Annual Action Plan and recommend CDBG and CSG (local) funding allocations. The Draft Annual Action Plan and funding recommendations were available for public comment between April 1-May 3, 2016.

On May 3, 2016, the City Council held a public hearing to consider the Annual Action Plan. The City Council unanimously approved (4-0, 1 absent) the 2016-2017 Annual Action Plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The Executive Director of Monument Crisis Center, a subrecipient, attended the May 3, 2016 public hearing and City Council meeting and gave public comment in favor of the Annual Action Plan's proposed funding. No other comments were received.

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

Not applicable.

7. Summary

None.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	WALNUT CREEK	Community & Economic Development Department

Table 1 – Responsible Agencies

Narrative

Lead and Responsible Agencies

The City of Walnut Creek is the Lead Agency for the United States Department of Housing and Urban Development (HUD) entitlement programs. The City’s HUD Programs Administrator in the Housing Division in the Community & Economic Development Department is responsible for the administration of Housing and Urban Development (HUD) Entitlement grants, which include the Community Development Block Grant Program (CDBG).

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City launched an in-depth and collaborative effort to consult with elected officials, City departments, community stakeholders, and beneficiaries of entitlement programs to inform and develop the priorities and strategies contained within the five year Consolidated Plan. The consultation activities associated with the consolidated planning process are detailed in the 2015-2020 Consolidated Plan and included extensive community outreach, citizen input, and consultation with government, non-profit agencies and other stakeholders.

The FY16-17 Annual Action Plan is a renewal year in the program cycle and the current public service and economic development activity grantees submitted renewal applications to receive continued funding. Second year funds are contingent on fund availability and program performance.

The City conducted outreach and consulted with other non-profit and governmental agencies as part of the mid-cycle NOFA process to solicit applications for housing, public facility and infrastructure projects.

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

The City works closely with community partners to enhance coordination between the affordable housing providers, homeless services providers, and private and governmental health, mental health and service agencies. The Walnut Creek PD in particular works closely with the local homeless services provider, Trinity Center, and homeless outreach teams, to ensure that homeless residents get connected with the support services they need. The City provides mental health and other service resources to residents over the phone, on the City's website, and in person at City Hall. The City collaborates with other jurisdictions through the Contra Costa Consortium, and with services providers through the Continuum of Care and the local homeless task force.

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

In 2007, Homeless Inter-Jurisdictional Inter-Departmental Work Group (HIJDWG) 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.

To help homeless individuals and families, and to prevent further incidents of homelessness, the City of Walnut Creek partners with homeless service providers, and has historically committed CDBG and CSG funds to activities addressing these issues. Partners include homeless shelters, daytime drop in centers, crisis lines, housing counseling agencies and homeless prevention service providers.

The Walnut Creek Police Department and Housing Division staff are active participants in a local homeless task force, which includes City staff, homeless service providers, the business community, homeless persons, and residents. The purpose of the task force is to address homeless related issues as they arise in the community, and to collaborate efforts to addressing the needs of the homeless.

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

The City of Walnut Creek does not receive ESG funds.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Contra Costa County Department of Conservation & Development
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Link to the Needs Assessment Survey was sent to sub-recipients, and the County's non-profit interested party list.

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

Not applicable.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	CCICH	

Table 3 - Other local / regional / federal planning efforts

Narrative

The City is an active member of the Contra Costa CDBG Consortium (includes the Cities of Antioch, Concord, Pittsburg, Richmond, the Urban County and Walnut Creek), and regularly attends consortium meetings attended by all of the entitlement jurisdictions in Contra Costa County, as well as the HUD representatives for each jurisdictions. The City is also a member of the HOME Consortium, and participates in funding discussions/decisions for the County HOME Funds.

The City works closely with the State to implement the programs and policies outlined in the Housing Element, and to administer the BEGIN funds awarded to the City for First Time Homebuyer Down Payment Assistance.

The City is a member of the Association of Bay Area Governments, the East Bay Housing Organizations, the Non Profit Housing Association of Northern California, and the Contra Costa Interjurisdictional Council on Homelessness; and City staff regularly attend meetings and events.

AP-12 Participation - 91.401, 91.105, 91.200(c)

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

During the Consolidated Planning process, the Contra Costa Consortium did extensive outreach to the community seeking input on priorities and goals. The Consortium held 5 community meetings throughout the County, reached out to stakeholders and widely distributed a comprehensive community survey. The feedback was used in combination with the data collection and needs assessment to identify the highest priority needs, establish goals and strategies to meet those needs.

The goals for the 2016-2017 Action Plan are in accordance with those goals identified through the consolidated planning process.

On September 21, 2015, a Notice of Funding Availability/Request for Proposals (NOFA/RFP) for CDBG, HOME, ESG, and HOPWA funds was sent to the County's CDBG "Interested Parties" list, a list of over 600 individuals representing various non-profit organizations and public agencies throughout Contra Costa County. On September 22, 2015, the NOFA/RFP notice was posted.

The City held a competitive RFP Kickoff meeting on October 22, 2015 in conjunction with Contra Costa County to identify projects and programs to use additional program income. The meeting was held in the County's DCD building located at 30/40 Muir Road, Martinez CA. Over 50 people representing various non-profit and public agencies attended the Kickoff meeting.

On January 31, 2016, a public hearing notice was published in the Contra Costa Times newspaper announcing the proposed Substantial Amendment to the 2015-2016 Annual Action Plan for CDBG funds and announcing the March 1, 2016 public hearing at the City Council meeting.

On February 8, 2016, the City's Housing and Community Development Committee met and recommended a Substantial Amendment to the FY15-16 Annual Action Plan.

The City Council approved the Substantial Amendment on March 1, 2016. The RFP process identified one project, the accessibility upgrades to the City's Senior Center, that will be funded in FY15-16 and is proposed for the remaining project costs in FY16-17.

On March 29, 2016, the Housing and Community Development Committee held a public meeting to consider the proposed 2016-2017 Annual Action Plan and expenditure of CDBG and CSG funds.

On April 1, 2016, a public hearing notice was published in the Contra Costa Times newspaper announcing the public hearing at the City Council meeting on May 3, 2016 to consider adoption of the 2016-2017 Annual Action Plan including expenditure of CDBG and CSG grant funds. The draft Annual Action Plan and proposed funding recommendations were posted to the City's website and made available at City Hall from April 1 - May 3, 2016.

The City Council considered the Annual Action Plan at its May 3, 2016 Council meeting and held a public hearing. One public comment was received from the Executive Director of Monument Crisis Center, a subrecipient. No other comments were received.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	No responses/attendance at 3/1/16 Council meeting.	No comments received.		http://www.walnut-creek.org/government/city-clerk/public-meetings-video-audio
2	Public Meeting	Non-targeted/broad community	Meeting attended by representative from Meals on Wheels and Senior Outreach Services and City staff on 2/8/16.	No comments received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Newspaper Ad	Non-targeted/broad community	No responses to 1/31/16 newspaper ad.	No comments received.		
4	Public Meeting	Non-targeted/broad community	Over 50 attendees at RFP Kickoff Meeting on 10/22/15.	NA		
5	Internet Outreach	Non-targeted/broad community	RFP/NOFA notice sent to list of 600 individuals on 9/21/15.	NA		
6	Public Meeting	Non-targeted/broad community	No responses/attendance at 3/29/16 HCD Committee meeting.	No comments received.		
7	Newspaper Ad	Non-targeted/broad community	No responses to 4/1/16 public hearing notice.	No comments received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
8	Public Hearing	Non-targeted/broad community	Sandra Scherer, Executive Director of subrecipient Monument Crisis Center, attended the public hearing.	Public comment from Monument Crisis Center in favor of Annual Action Plan's funding levels. No other comments received.	NA	http://walnut-creek.org/government/city-clerk/public-meetings-video-audio
9	Newspaper Ad	Non-targeted/broad community	NA 9/22/15 Notice of RFP/NOFA kickoff	NA		

Table 4 – Citizen Participation Outreach

Expected Resources

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.

For the FY16-17 program year, the anticipated uses of CDBG funds include the following:

\$0 for the City's Home Rehabilitation Loan and Emergency Grant program - the program will initially focus on spending remaining funds available from previous years;

\$52,998 for public services;

\$25,000 for economic development activities;

\$69,601 for program administration;

\$99,500 for infrastructure and public facilities improvements (for the City's Senior Center);

The remaining amounts may be used to fund public services focused on homeless services, the Home Rehabilitation Loan and Emergency Grant program, new economic development activities or new public facility and infrastructure improvements (for local non-profit service providers),

new ADA accessibility improvements at public facilities ,or program administration.

The City supplements the public service portion of the CDBG program with \$100,000 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 following priorities: program administration, the Home Rehabilitation Loan and Emergency Grant program, new economic development activities, new public facility and infrastructure improvements (for local non-profit service providers), or new ADA accessibility improvements at public facilities.

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	248,006	100,000	113,346	461,352	348,006	Entitlement Funds from the CDBG Program, and program income through loan repayments.
General Fund	public - local	Admin and Planning Housing Public Services	377,608	0	0	377,608	1,041,075	General fund for Community Service Grant Program (\$100,000), Crisis Counselor Program (\$80,000), and Program Administration.

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: \$		
Housing Trust Fund	public - local	Acquisition Housing	2,797,469	0	0	2,797,469	6,000,000	Housing Impact Fees and Commercial Linkage Fees
Other	public - local	Admin and Planning Housing	482,700	0	0	482,700	1,488,099	Housing Impact Fees (less than 10% for admin)
Other	public - local	Admin and Planning Housing Public Services	365,000	0	0	365,000	300,000	Loan Repayments to the Housing Successor Agency through the First Time Homebuyer Downpayment Assistance Program and Residual Rent Receipts.

Table 5 - 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 City's 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

The City's FY15-16 Annual Action Plan's approved Substantial Amendment allocated \$142,000 for accessibility improvements at the City's Senior Center. The FY16-17 Annual Action Plan provides an additional \$99,500 in funding to fully complete the identified accessibility improvements at the Senior Center.

Discussion

None.

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-1: New Construction of Affordable Housing	2015	2020	Affordable Housing	City Wide	Affordable Housing	Housing Trust Fund: \$2,797,469 Housing Successor Agency: \$300,000	Homeowner Housing Added: 52 Household Housing Unit
2	AH-2: Homeownership Opportunities	2015	2020	Affordable Housing	City Wide	Affordable Housing	Impact Fees: \$300,000	Direct Financial Assistance to Homebuyers: 4 Households Assisted
3	AH-3: Maintain and Preserve Affordable Housing	2015	2020	Affordable Housing	City Wide	Affordable Housing	CDBG: \$113,346	Homeowner Housing Rehabilitated: 3 Household Housing Unit
5	H-1: Shelter for Homeless Population	2015	2020	Homeless	City Wide	Affordable Housing Homelessness Prevention	CDBG: \$6,000	Overnight/Emergency Shelter/Transitional Housing Beds added: 20 Beds
6	H-2: Services for Homeless (Non-Shelter Related)	2015	2020	Homeless	City Wide	Homelessness Prevention Non-Housing Community Development	CDBG: \$5,000 General Fund: \$20,000	Public service activities other than Low/Moderate Income Housing Benefit: 275 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	City Wide	Non-Housing Community Development	CDBG: \$6,500 General Fund: \$33,000	Public service activities other than Low/Moderate Income Housing Benefit: 585 Persons Assisted
8	CD-3: Youth Services	2015	2020	Non-Housing Community Development	City Wide	Non-Housing Community Development	General Fund: \$5,000	Public service activities other than Low/Moderate Income Housing Benefit: 10 Persons Assisted
9	CD-5: Fair Housing	2015	2020	Non-Homeless Special Needs	City Wide	Non-Housing Community Development	CDBG: \$6,000	Public service activities other than Low/Moderate Income Housing Benefit: 11 Persons Assisted
10	CD-4: Non-Homeless Special Needs	2015	2020	Non-Homeless Special Needs	City Wide	Non-Housing Community Development	General Fund: \$13,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
11	CD-1: General Public Services	2015	2020	Non-Housing Community Development	City Wide	Non-Housing Community Development	CDBG: \$19,000 General Fund: \$22,500	Public service activities other than Low/Moderate Income Housing Benefit: 1175 Persons Assisted
12	CD-6: Economic Development	2015	2020	Non-Housing Community Development	City Wide	Non-Housing Community Development	CDBG: \$25,000	Businesses assisted: 18 Businesses Assisted
13	CD-7: Public Facility, Infrastructure & Access	2015	2020	Non-Housing Community Development	City Wide	Non-Housing Community Development	CDBG: \$99,500	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
14	CD-8: Administration	2015	2020	Administration	City Wide	Administration	CDBG: \$69,601	Other: 1 Other

Table 6 - Goals Summary

Goal Descriptions

1	Goal Name	AH-1: New Construction of Affordable Housing
	Goal Description	Expand housing opportunities for extremely low-income, very low-income, and moderate-income households through an increase in the supply of decent, safe, and affordable rental housing and rental assistance.
2	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.
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.
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.

Table 7 – Goal Descriptions

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

HOME defines low income as households earning 80% of Area Median Income (AMI) and below, very low income households as those earning 50% of AMI and below, and extremely low income as those households earning 30% of AMI and below.

In 2016-2017 the City anticipates that Riviera Family Apartments will be under construction to build 58 affordable units, 11 units affordable to extremely low income households, 28 units affordable to very-low income, and 16 affordable to low income (60% and below).

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. In addition, due to receiving program income, the City held a competitive RFP process to allocate additional funds, with an RFP kickoff meeting on October 22, 2015. The Council Housing and Community Development Committee held a public meeting to consider the applications on February 8, 2016 and recommend a Substantial Amendment. On March 1, 2016, the City Council approved the Substantial Amendment to the FY15-16 Annual Action Plan at a public hearing. Since FY16-17 is a renewal application year, the City invited current subrecipients to reapply for funds.

With a recommended \$100,000 for the CSG program, and up to \$100,000 expected in Program Income, there is an estimated \$448,006 in CDBG and CSG funds available: \$152,998 available for public services (CSG and CDBG); \$69,601 for program administration; and \$225,407 for Economic Development, Public Facility, and Housing activities.

#	Project Name
1	Program Administration
2	Monument Crisis Center
3	Walnut Creek Senior Center Accessibility Improvements
4	Contra Costa Senior Legal Services
5	Contra Costa Child Care Council
6	Workforce Development Board of Contra Costa County
7	Contra Costa County Homeless Program
8	ECHO Housing - Tenant Landlord
9	ECHO Housing - Fair Housing
10	Shelter, Inc.
11	Contra Costa Crisis Center- Crisis Line
12	Community Violence Solutions- Children's Interview Center
13	STAND! For Families Free of Violence - Crisis Line
14	Ombudsman Services of Contra Costa

#	Project Name
15	Senior Outreach Services - Meals on Wheels
16	Senior Outreach Services-Care Management
17	Trinity Center
18	Lions Center for the Visually Impaired - Independent Living
19	Cancer Support Community - Cancer Support Services
20	Rainbow Community Center

Table 8 – 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.

Two current subrecipients that provide homeless services will not be available at the start of FY16-17. One organization is shutting down, while the other was temporarily closed as it sought additional funds to be able to continue homeless services in FY15-16. The City will partner with the County and Consortium to issue an RFP for homeless services early in the fiscal year rather than allocating all public services funds now and risk having no homeless services of this type in the next year. If there are additional funds available after the RFP process, they may be used for additional homeless services, such as a Winter Nights shelter.

In addition, the Home Rehabilitation Loan and Emergency Grant Program has had challenges spending its funding for a variety of reasons. The City contracts with the County to administer the program. Factors including low County staff, applicants that were above the 80% AMI criteria but still moderate income being ineligible for the program, and applicants choosing to drop out of the program after being identified as eligible have contributed to low uptake. The County has hired an additional building inspector and the City will conduct outreach on the program. Depending on the level of program income, the City will contribute funds to the Home Rehabilitation Loan and Emergency Grant Program as needed.

If the City receives additional program income and the Home Rehabilitation Loan and Emergency Grant Program is not in need of additional funding, the City may fund the following to meeting community needs: 1) Conduct an RFP process to identify new economic development activities that will assist homeless individuals in gaining employment or identify new infrastructure and public facility projects, and 2) Identify additional eligible accessibility improvements at City facilities, such as sidewalk improvements or additional upgrades to the Senior Center.

AP-38 Project Summary

Project Summary Information

1	Project Name	Program Administration
	Target Area	City Wide
	Goals Supported	CD-8: Administration
	Needs Addressed	Administration
	Funding	CDBG: \$69,601
	Description	Covers salaries, benefits, training and general administrative costs associated with the management of the CDBG program.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	1 (other).
	Location Description	
	Planned Activities	
2	Project Name	Monument Crisis Center
	Target Area	City Wide
	Goals Supported	CD-1: General Public Services
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$13,500

	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	200 clients.
	Location Description	
	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.
3	Project Name	Walnut Creek Senior Center Accessibility Improvements
	Target Area	City Wide
	Goals Supported	CD-7: Public Facility, Infrastructure & Access
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$99,500
	Description	Accessibility and ADA improvements to the Walnut Creek Senior Center as part of a Public Facilities and Infrastructure project.
	Target Date	10/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	3000 seniors.

	Location Description	Senior Center, 1375 Civic Drive.
	Planned Activities	Accessibility improvements such as front entrance grading, lowering counter heights in the lobby area, and making bathrooms accessible.
4	Project Name	Contra Costa Senior Legal Services
	Target Area	City Wide
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	75 seniors.
	Location Description	
	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.
5	Project Name	Contra Costa Child Care Council
	Target Area	City Wide
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	18 low-income and moderate-income residents.
	Location Description	
	Planned Activities	Provide microenterprise assistance for those who want to maintain or start stable small businesses 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.
6	Project Name	Workforce Development Board of Contra Costa County
	Target Area	City Wide
	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	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	10 low-to-moderate income residents.
	Location Description	
	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.
7	Project Name	Contra Costa County Homeless Program
	Target Area	City Wide
	Goals Supported	H-1: Shelter for Homeless Population
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$6,000
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	20 homeless individuals.
	Location Description	

	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.
8	Project Name	ECHO Housing - Tenant Landlord
	Target Area	City Wide
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	50 persons.
	Location Description	
	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.
9	Project Name	ECHO Housing - Fair Housing
	Target Area	City Wide

	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	11 individuals.
	Location Description	
	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.
10	Project Name	Shelter, Inc.
	Target Area	City Wide
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	25 individuals.
	Location Description	
	Planned Activities	Provide short term financial assistance to low-income households for move-in costs or past due rent.
11	Project Name	Contra Costa Crisis Center- Crisis Line
	Target Area	City Wide
	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	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	600 individuals.
	Location Description	
	Planned Activities	Provide 24-hour crisis line services through two crisis line program: Crisis Intervention Service and 211 Information and Referral Service.
12	Project Name	Community Violence Solutions- Children's Interview Center
	Target Area	City Wide
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	10 individuals.
	Location Description	
	Planned Activities	Services include forensic interview, advocacy, case management, and mental health services.

13	Project Name	STAND! For Families Free of Violence - Crisis Line
	Target Area	City Wide
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	80 individuals.
	Location Description	
	Planned Activities	Provide 24-hour crisis line services.
14	Project Name	Ombudsman Services of Contra Costa
	Target Area	City Wide
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	200 seniors.
	Location Description	
	Planned Activities	Investigate abuse and ensure that long-term care facilities are in compliance with Title 22 California Code of Regulations.
15	Project Name	Senior Outreach Services - Meals on Wheels
	Target Area	City Wide
	Goals Supported	CD-2: Senior Services
	Needs Addressed	Non-Housing Community Development
	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	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	230 seniors.
	Location Description	
	Planned Activities	Deliver nutritious meals to home bound seniors.
16	Project Name	Senior Outreach Services-Care Management
	Target Area	City Wide
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	80 seniors.
	Location Description	
	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.

17	Project Name	Trinity Center
	Target Area	City Wide
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	250 homeless or at-risk of homelessness persons.
	Location Description	
	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.
18	Project Name	Lions Center for the Visually Impaired - Independent Living
	Target Area	City Wide
	Goals Supported	CD-4: Non-Homeless Special Needs
	Needs Addressed	Non-Housing Community Development
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	20 visually impaired individuals.
	Location Description	
	Planned Activities	Provide in-home independent living skills instruction and training.
19	Project Name	Cancer Support Community - Cancer Support Services
	Target Area	City Wide
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	300 individuals.

	Location Description	
	Planned Activities	Provide support services for cancer patients and their care givers, including counseling, education services, exercise, and nutrition programs.
20	Project Name	Rainbow Community Center
	Target Area	City Wide
	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	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	25 individuals.
	Location Description	
	Planned Activities	

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
City Wide	100

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

N/A

Discussion

N/A

AP-75 Action Plan Barriers to Affordable Housing - 91.420, 91.220(j)

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

The City is participating with the Contra Costa Consortium in an update of the Analysis of Impediments to Fair Housing (AI) in conjunction with the completion of the City's 2015-2020 Consolidated Plan. The AI work began in Q1 of 2016 and will help identify how the landscape has changed since the last AI and what can be done to address any findings.

The Bay Area has seen a rebounding economy resulting in more jobs, but a housing market that lags behind with insufficient housing development to meet demand, leading to rising prices. The affordable housing crisis in the Bay Area has intensified, with lower income residents experiencing large rent increases. The City is currently conducting a residential and commercial nexus fee study to review the City's current Inclusionary and Commercial Linkage fee ordinance, update the supporting residential and commercial nexus studies, provide policy recommendations, and conduct a feasibility analysis of potential fee increases. The current inclusionary ordinance, fee schedule, and nexus study were last updated in 2010. The current commercial linkage fee ordinance was adopted in 2005.

The City gives priority review to affordable housing projects, and encourages market rate developers to utilize the density bonus ordinance to incentivize new affordable housing units. The City is planning to review and update its Second Family Unit ordinance to encourage and facilitate the development of second family units.

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% again 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. New nexus studies are being conducted to examine whether those fees can be increased.

Actions planned to foster and maintain affordable housing

The City has a strong commitment to foster and maintain affordable housing. In 2014, 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. Activities planned to foster and maintain affordable housing include:

- the City recently completed a new residential and commercial nexus study and is beginning the public review process to increase fees.

- In June of 2016, the City Council will be discussing rent stabilization and tenant protections.
- The City will continue to fund the Home Rehabilitation Loan and Emergency Grant Program
- The City continues to review affordable housing funding applications and provide funding as monies become available.
- The City will continue to advocate for regional, state, and federal programs that assist in meeting the needs of the lowest income residents and workers.
- The City will be exploring alternate funding sources for affordable housing, both local and regional.

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 2016-2017, 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 same 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 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 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 as needed. In 2013, the City Council (along with other consortium members) implemented an alternating 2-year/3-year funding cycle, streamlining 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 decreasing duplication.

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. 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 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.

Discussion

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

Other CDBG Requirements

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

Discussion