

# 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 2023-2024 Annual Action Plan covers the fourth 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.

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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.

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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 period of the last Consolidated Plan 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 current year (the fourth year of the 2020-2025 Consolidated Plan Period), the City is making progress on its identified goals and has used the 2022-2023 CAPER to evaluate its past performance. The CAPER and service providers continued showing high levels of need to address homelessness, and the City has made addressing that a priority. The City funds a full-time CORE Homeless outreach team, as well as funds a Winter Shelter homeless program at a local Armory.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Summary from citizen participation section of plan.

The Consortium held a kickoff meeting for the three-year funding cycle (FY22-23, FY23-24, FY24-25) in October 2021, attended by over 150 people over Zoom representing various non-profit and public agencies. The RFP was sent to over 600 agencies and interested parties. The City received 26 applications, mostly for public services. On May 19, 2022, the Housing and Community Development Committee (HCD) held a public hearing to consider all of the applications, and applicants presented their program before the committee. The draft 2022-2023 Annual Action Plan and funding recommendations were available for public comment between May 20 - June 21, 2022.

#### **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.

At the February 21, 2023 HCD Committee meeting, one public comment was made and accepted.

At the May 16, 2023 HCD Committee meeting, no comments were received.

At the September 19, 2023 City Council meeting, no public comments were submitted. Zero public comments were received by email or phone during the 30-day public comment period from August 19 to September 19, 2023.

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

NA

**7. Summary**

NA

**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 Development Department

**Table 1 – Responsible Agencies**

**Narrative**

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 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 this five-year plan.

The community grant program runs on alternating two- and three-year funding cycle. The FY 20-21 Annual Action Plan, as part of the 2020-2025 Consolidated Plan, was the first year in the 2020-2022 two-year program cycle and applications were sought for all eligible activities. FY 23-24 is the second year in the three-year funding cycle. Second and third year awards are contingent on fund availability and program performance.

**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 Police Department 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 (HIJIDWG) and the Homeless Continuum of Care Board (CoCB) merged into one group, now called the Council on Homelessness. The Council on Homelessness provides advice and input on the operations of homeless services, program operations, and program development efforts in Contra Costa County

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, Community Services Grant (CSG), and Homeless Services Grant (HSG) funds to activities addressing these issues. In 2020, \$130,000 in HSG funds were offset with a state funding source called the

Permanent Local Housing Allocation (PLHA). Each year we estimate to receive \$159,017 in PLHA funds to address the housing stock in California and homelessness.

Partners for the federal and local programs 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, unhoused persons, and other 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 unhoused persons.

On June 24, 2019, the City Police Department launched a four-month pilot project called the Homeless Outreach Program (HOP) that is now permanent. Police officers work closely with the Walnut Creek Homeless Taskforce, Trinity Center, Public Works, CORE, other county agencies and their Mental Health Evaluation Team. Their objectives are to build relationships with our homeless community; create innovative ways to connect homeless persons with services; develop long term solutions; work with residents and businesses to address issues, lower calls for service, prevent unsafe and illegal homeless encampments in our creeks and other locations; enforce laws in a compassionate but firm approach; prevent illegal alcohol sales; and work with other agencies to have a bigger impact within our community.

The City Council Priorities in FY 2023-2024 include social wellness and public safety to support new and better responses to homelessness, mental health crisis, and public safety challenges. The City established an internal Homelessness Response Team to develop principles, catalog existing programs and collaborative partnerships, identify services gaps, and recommend service and funding options to Council.

**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	<b>Agency/Group/Organization</b>	Contra Costa County Department of Conservation & Development
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Link to the Needs Assessment Survey was sent to sub-recipients, and the County's non-profit interested party list.
2	<b>Agency/Group/Organization</b>	ECHO HOUSING
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	ECHO Housing is the Consortium wide Fair Housing provider, and also provides Tenant/Landlord services in several jurisdictions. Agency was consulted by Consortium focusing on each of those issues, needs of tenants, T/L & Fair Housing issues found in their public housing cases, etc.
3	<b>Agency/Group/Organization</b>	CONTRA COSTA HEALTH SERVICES HOMELESS PROGRAM
	<b>Agency/Group/Organization Type</b>	Services-homeless Other government - County

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Contra Costa County Health Services Department was consulted to provide information on various special needs populations, including Homeless populations, and services provided to those populations.
4	<b>Agency/Group/Organization</b>	RESOURCES FOR COMMUNITY DEVELOPMENT
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation in focus group on affordable housing, obtaining feedback on institutional and other barriers to affordable housing in Contra Costa and ideas for improvement. RCD is the developer for St. Paul's Common, a 45-unit affordable unit, in Walnut Creek.
5	<b>Agency/Group/Organization</b>	CONTRA COSTA CHILD CARE COUNCIL
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation in focus group on Economic Development, gain more knowledge of need for childcare in Contra Costa County and challenges of developing and retaining childcare microenterprises. Developed new modes of outreach together to inform residents of this opportunity and encourage more childcare businesses especially Spanish-speaking businesses.
6	<b>Agency/Group/Organization</b>	Habitat for Humanity East Bay
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation in focus group on affordable housing, obtaining feedback on institutional and other barriers to affordable housing in Contra Costa and ideas for improvement. Habitat for Humanity East Bay/Silicon Valley is the developer for the upcoming Las Juntas project, a 42-unit affordable ownership housing development for low/mod income households.
7	<b>Agency/Group/Organization</b>	COURT APPOINTED SPECIAL ADVOCATES
	<b>Agency/Group/Organization Type</b>	Services-Children Services - Victims Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultations with Executive Ann Wrixon about needs of foster children in Walnut Creek, particularly around statistics about incidence of homelessness, outcomes.

8	<b>Agency/Group/Organization</b>	STAND! AGAINST DOMESTIC VIOLENCE
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Focus group participation from STAND Executive Director and Program Manager about needs of victims of domestic violence, emergency shelter, incidence of DV in Walnut Creek residents, and in data gathering for this section of the ConPlan.
9	<b>Agency/Group/Organization</b>	LIONS CENTER FOR THE VISUALLY IMPAIRED
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided a letter speaking about the needs for low vision individuals.

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

No agencies or groups were intentionally excluded. Organizations were consulted on an individual and group basis, as well as part of public meetings. The Consortium distributed a survey through workshops, public service agencies, and each jurisdiction’s website. An effort was made to reach as many individuals and organizations as possible.

**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	CONTINUUM OF CARE CONTRA COSTA COUNTY	Homeless Goals and objectives in the Consolidated Plan are identical to the adopted CoC Strategy and were taken from the plan directly. The CoC Plan is named "Forging Ahead Towards Preventing and Ending Homelessness" was developed in 2014 and adopted by all Consortium cities.

**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, 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 jurisdiction. 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.

## **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**

FY23-24 is the second year in the three-year funding cycle. The goals of the FY23-24 Annual Action Plan are in accordance with the goals identified through the consolidated planning process, which was described in section AP-5. The citizen participation process for the FY23-24 Annual Action Plan builds on that conducted for the FY20-25 Consolidated Plan, which included the following:

-09/15/19: 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.

-09/15/19: NOFA/RFP notice was posted.

-10/17/19: Competitive RFP Kickoff meeting held in conjunction with the Contra Costa Consortium at City of Walnut Creek's Civic Park Assembly Hall located at 1375 Civic Drive, Walnut Creek, CA. Nearly 100 people representing various non-profit and public agencies attended the Kickoff meeting. The City received 27 applications as a result.

-3/13/20: Housing and Community Development Committee (HCD) held a noticed public meeting to consider applications for the CDBG, CSG, and HSG for the Annual Action Plan under the ConPlan.

-05/05/20: City Council held a noticed public hearing to consider and accept the proposed 2020-2025 Consolidated Plan/2020-2021 Annual Action Plan and expenditure of CDBG, CSG, and HSF funds.

-07/21/20: City Council held a noticed public hearing to consider and accept the proposed 2020-2025 Consolidated Plan/2020-2021 Annual Action Plan Substantial Amendment and amended Citizen Participation Plan.

-03/16/21: The Housing and Community Development Committee (HCD) held a noticed public meeting to consider applications for the CDBG, CSG, HSG, and PLHA for the FY21/22 Annual Action Plan under the ConPlan.

-05/04/21: City Council held a noticed public hearing to consider and accept the proposed 2021-2022 Annual Action Plan and expenditure of CDBG, CSG, HSG, and PLHA funds.

-09/06/21: 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. NOFA/RFP notice was posted.

-10/07/21: Competitive RFP Kickoff meeting held in conjunction with the Contra Costa Consortium on Zoom. Over 150 people representing various non-profit and public agencies attended the Kickoff meeting. The City received 26 applications as a result.

-05/19/22: The Housing and Community Development Committee (HCD) held a noticed public meeting to consider applications for the CDBG, CSG, HSG, and PLHA for the FY22/23 Annual Action Plan.

-06/21/22: City Council held a noticed public hearing to consider and accept the proposed 2022-2023 Annual Action Plan and expenditure of CDBG, CSG, HSG, and PLHA funds.

10/07/22: a Notice of Funding Availability/Request for Infrastructure and Public Facilities (IPF) Proposals (NOFA/RFP) for CDBG funds was sent to the County's CDBG "Interested Parties" list. NOFA/RFP notice was posted.

-02/21/23: The Housing and Community Development Committee (HCD) held a noticed public meeting to consider the Hope Village application for CDBG funds for IPF projects.

-05/16/23 HCDC held a public meeting for 23-24 AAP. No comments were received.

-09/19/23: City Council held a noticed public hearing to consider and accept the proposed 2023-2024 Annual Action Plan and expenditure of CDBG. 30 day comment period was noticed and ran from 8/19/23 through 9/19/23. No 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	Newspaper Ad	Non-targeted/broad community	Public Hearing notice published in Contra Costa Times on 05/13/22 for the 05/19/22 HCD Committee Meeting	NO COMMENTS RECEIVED	NA	
2	Public Meeting	Non-targeted/broad community	On May 19, 2022, the Housing and Community Development Committee (HCD) held a noticed public meeting to consider applications for the CDBG, CSG, HSG, and PLHA programs for the FY22/23 Annual Action Plan under the ConPlan.	NO COMMENTS WERE RECEIVED	NA	



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	On May 19, 2022, the Housing and Community Development Committee (HCD) held a noticed public meeting to consider applications for the CDBG, CSG, HSG, and PLHA programs for the FY22/23 Annual Action Plan under the ConPlan.	NO COMMENTS RECEIVED	NA	
4	Internet Outreach	Non-targeted/broad community	Draft Annual Action Plan posted to City's website 30-day prior to the public meeting date	NO COMMENTS RECEIVED	NA	

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)
5	Public Hearing	Non-targeted/broad community	City Council public hearing on 06/21/22	Jan Warren provided a public comment on the home rehabilitation program and Meal on Wheel's public facility project. She had an additional comment on the CDBG public noticing requirement.	NA	
6	Newspaper Ad	Non-targeted/broad community	Public meeting notice published in Contra Costa Times on 2/15/23 for the 02/21/23 HCD Committee Meeting	NO COMMENTS RECEIVED	NA	

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)
7	Public Hearing	Non-targeted/broad community	On February 21, 2023, the Housing and Community Development Committee (HCD) held a noticed public meeting to consider applications for the CDBG program for the FY23-24 Annual Action Plan.	ONE COMMENT RECEIVED IN SUPPORT OF CDBG APPLICATION	NA	
8	Internet Outreach	Non-targeted/broad community	Draft 23-24 Annual Action Plan posted to City's website 30-day prior to the public meeting date	NO COMMENTS RECEIVED	NA	
9	Public Meeting	Non-targeted/broad community	On 5/16/23, HCDC held public meeting to review 23-24 AAP	No comments were received	NA	
10	Newspaper Ad	Non-targeted/broad community	Notice of 30 day comment period for 23-24 AAP posted 8/19/23 and ran through 9/19/23	NO COMMENTS RECEIVED	NA	

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)
11	Public Hearing	Non-targeted/broad community	City Council held a public hearing on 9/19/23 to approve the 23-24 AAP	NO COMMENTS RECEIVED	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 (2020-2025), the City anticipates that approximately \$24.66 million will be available for local affordable housing programs, community services, and economic development, including \$2.12 million of federal resources. The City will have an estimated \$16 million in the Local Housing Trust Fund, comprised of housing in lieu fees and commercial linkage fees along with an anticipated matching grant through the State of California. A total of \$4.14 million in local and state funds are anticipated to fund program administration, local grant programs (Community Services Grant, Homeless Services, and School Crisis Counselor grant programs), and one state program (Permanent Local Housing Allocation program). Additional resources will be available through the Housing Successor Agency.

In 2023-2024, the CDBG entitlement allocation is \$357,695. In the prior year, the City received \$331,569. Generally, funding allocations are the following:

- 20% Admin (and an additional 20% of current year’s program income)
- 15% Public Services (and an additional 15% of the previous year’s program income)
- 65% IPF/Housing/ED

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	357,695	0	93,334	451,029	352,305	ESTIAMTED CDBG ANNUAL ALLOCATION
Housing Trust Fund	public - local	Acquisition Housing	2,500,000	0	0	2,500,000	2,500,000	ESTIMATED HTF FOR 23
Other	public - local	Admin and Planning Housing	338,154	0	0	338,154	0	ESTIMATED FEES IN 23-24
Other	public - local	Admin and Planning Housing Public Services	100,000	0	0	100,000	0	ESTIMATED FUNDS IN 23-24

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**

Although CDBG regulations do not require matching funding, the City prefers to see federal dollars leveraged with other sources of funds.

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 1:4. For every dollar we commit, an additional 4 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, CSG, HSG, and PLHA 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 100% of matching funds 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**

NA

**Discussion**

If additional or less program income, entitlement, carry forward funds are received than anticipated any increase or decrease in available funding will be handled in the following ways:

**Additional Entitlement Funds, Program Income, or Higher Carry Forward.** If more entitlement funds or program income is received, or if there is an increase in the carry forward amount, the HCD Committee recommends it be used for the following priorities:

- Increase administration costs up to the capped level.
- Any increase in public services funds for CDBG may be directed to ECHO Housing Tenant/Landlord Program for legal assistance (based on need).
- Fund up to \$160,000 for the Home Rehabilitation Program if the program develops a significant pipeline of projects in FY 2023-2024.

**Less Entitlement Funds.** If the City receives less entitlement or carry forward funds, the HCD Committee recommends the following scenario:

- Decrease administration costs down to the capped level.

- Any decrease in public services funds for CDBG will come from the CORE Walnut Creek program. American Rescue Plan Act (ARPA) funds will replace reduce CDBG funding.



## 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	2020	2025	Affordable Housing	City Wide	Affordable Housing	CDBG: \$169,000 Housing Trust Fund: \$2,500,000	Rental units constructed: 108 Household Housing Unit Housing for Homeless added: 6 Household Housing Unit
2	AH-2: Homeownership Opportunities	2020	2025	Affordable Housing	City Wide	Affordable Housing	Housing In Lieu Fees: \$130,000 Housing Successor Agency Loan Repayments: \$50,000	Homeowner Housing Added: 42 Household Housing Unit Direct Financial Assistance to Homebuyers: 2 Households Assisted
3	AH-3: Maintain and Preserve Affordable Housing	2020	2025	Affordable Housing	City Wide	Affordable Housing	CDBG: \$120,000	Homeowner Housing Rehabilitated: 4 Household Housing Unit
4	H-1: Shelter for Homeless Population	2020	2025	Homeless	City Wide	Non-Housing Community Development	Local Funds: \$100,000	Public service activities other than Low/Moderate Income Housing Benefit: 42 Persons Assisted
5	H-2: Services for Homeless (Non-Shelter Related)	2020	2025	Homeless	City Wide	Non-Housing Community Development	CDBG: \$26,607 Local Funds: \$253,761	Public service activities other than Low/Moderate Income Housing Benefit: 147 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	CD-1: General Public Services	2020	2025	Non-Homeless Special Needs	City Wide	Non-Housing Community Development	CDBG: \$18,877 Local Funds: \$41,073	Public service activities other than Low/Moderate Income Housing Benefit: 1662 Persons Assisted Other: 1 Other
7	CD-2: Senior Services	2020	2025	Non-Housing Community Development	City Wide	Non-Housing Community Development	CDBG: \$13,520 Local Funds: \$41,560	Public service activities other than Low/Moderate Income Housing Benefit: 556 Persons Assisted
8	CD-3: Youth Services	2020	2025	Non-Housing Community Development	City Wide	Non-Housing Community Development	Local Funds: \$85,000	Public service activities other than Low/Moderate Income Housing Benefit: 1510 Persons Assisted
9	CD-4: Non-Homeless Special Needs	2020	2025	Non-Homeless Special Needs	City Wide	Non-Housing Community Development	CDBG: \$5,000 Local Funds: \$17,110	Public service activities other than Low/Moderate Income Housing Benefit: 114 Persons Assisted
10	CD-5: Fair Housing	2020	2025	Non-Homeless Special Needs	City Wide	Non-Housing Community Development	CDBG: \$6,080	Public service activities other than Low/Moderate Income Housing Benefit: 15 Persons Assisted
11	CD-6: Economic Development	2020	2025	Non-Housing Community Development	City Wide	Non-Housing Community Development	CDBG: \$23,250	Jobs created/retained: 1 Jobs Businesses assisted: 15 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	CD-7: Public Facility, Infrastructure & Access	2020	2025	Non-Housing Community Development	City Wide	Non-Housing Community Development	CDBG: \$140,020	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6700 Persons Assisted
13	CD-8: Administration	2020	2025	Administration	City Wide	Administration	CDBG: \$66,314 Housing In Lieu Fees: \$208,154 Housing Successor Agency Loan Repayments: \$50,000 Local Funds: \$263,982	Other: 1 Other

Table 6 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	AH-1: New Construction of Affordable Housing
	<b>Goal Description</b>	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	<b>Goal Name</b>	AH-2: Homeownership Opportunities
	<b>Goal Description</b>	The City provides down payment 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 down payment. The loan is a silent second equity share loan that requires owner occupancy for the length of the loan.
3	<b>Goal Name</b>	AH-3: Maintain and Preserve Affordable Housing
	<b>Goal Description</b>	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	<b>Goal Name</b>	H-1: Shelter for Homeless Population
	<b>Goal Description</b>	Funding for overnight emergency shelters for homeless individuals and families.
5	<b>Goal Name</b>	H-2: Services for Homeless (Non-Shelter Related)
	<b>Goal Description</b>	Funding for daytime drop in center, outreach programs and homeless prevention services
6	<b>Goal Name</b>	CD-1: General Public Services
	<b>Goal Description</b>	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.
7	<b>Goal Name</b>	CD-2: Senior Services
	<b>Goal Description</b>	Funding for organizations that provide critical services to seniors and frail elderly including case management, legal services, and food provision.

8	<b>Goal Name</b>	CD-3: Youth Services
	<b>Goal Description</b>	Fund programs that provide services ensuring the well-being and safety of children and youth.
9	<b>Goal Name</b>	CD-4: Non-Homeless Special Needs
	<b>Goal Description</b>	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.
10	<b>Goal Name</b>	CD-5: Fair Housing
	<b>Goal Description</b>	Funding for HUD certified fair housing providers
11	<b>Goal Name</b>	CD-6: Economic Development
	<b>Goal Description</b>	Funding to assist low income individuals and business owners to start a new microenterprise, or expand existing businesses, and create a new job opportunity.
12	<b>Goal Name</b>	CD-7: Public Facility, Infrastructure & Access
	<b>Goal Description</b>	Funding to support accessibility upgrades to public facilities.
13	<b>Goal Name</b>	CD-8: Administration
	<b>Goal Description</b>	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

In the fall of 2021, the Contra Costa Consortium issued an RFP requesting applications for the three-year grant cycle (FY 2022-2025). Walnut Creek received 26 applications for the CDBG, CSG, HSG, and PLHA programs. Additionally, there was an internal request for the City’s program administration expenses and a small grant for homeless outreach materials and supplies. On May 19, 2022, the Housing and Community Development Committee (HCD) held a public hearing to consider the applications. Following a minimum of a 30-day public comment period, the City Council approved the 2022-2023 Annual Action Plan on June 21, 2022.

With a recommended \$100,000 for the CSG program and \$228,066 for the HSG/PLHA program, \$357,695 for the CDBG allocation, \$93,334 estimated in carry forward, there is an estimated \$751,029 in CDBG, CSG, and HSG/PLHA funds available. This includes allocation of \$173,980 available for public services (CSG and CDBG); \$249,889 for homeless services (HSG/PLHA /Measure O); \$78,039 for program administration (CDBG and PLHA); and \$317,750 for Economic Development, Public Facility and Infrastructure, and Housing activities. The City Council authorized up to \$74,000 in American Rescue Plan Act (ARPA) for CORE homeless services in FY 2024.

#	Project Name
1	23.01 Contra Costa Family Justice Navigation Program
2	23.02 Contra Costa Legal Services
3	23.03 SENIOR OUTREACH SERVICES
4	23.04 CORE HOMELESS COUNTY
5	23.05 CORE HOMELESS DEDICATED
6	23.06 ECHO FAIR HOUSING
7	23.07 ECHO TENANT LANDLORD
8	23.08 MONUMENT CRISIS CENTER
9	23.09 COCO KIDS
10	23.10 LOAVES AND FISH - CULINARY TRAINING
11	23.11 HOME REHAB PROGRAM - HABITAT
12	23.12 PLANNING AND ADMINISTRATION
13	23.13 COMMUNITY VIOLENCE SOLUTIONS
14	23.14 CONTRA COSTA CRISIS LINE
15	23.15 COURT APPOINTED ADVOCATES - FOSTER CHILDREN
16	23.16 STAND! CRISIS LINE
17	23.17 CHOICE IN AGING - SENIOR DAY HEALTHCARE
18	23.18 EMPOWERED AGING OMBUDSMAN
19	23.19 MEALS ON WHEELS
20	23.20 VINCENT DE PAUL FAMILY RESOURCE CENTER

#	Project Name
21	23.21 TRINITY CENTER OPERATIONS
22	23.22 TRINITY CENTER WINTER EVENING
23	23.23 LIONS CENTER FOR VISUALLY
24	23.25 LOAVES AND FISH - DINING PROGRAM
25	23.25 RAINBOW COMMUNITY CENTER
26	23.26 GENERAL FUND PUBLIC SERVICES AND ADMIN
27	23.27 HTF
28	23.28 OTHER IMPACT FEES
29	23.29 HOPE VILLAGE

**Table 7 – Project Information**

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

For the 2023-24 Program Year, the City awarded \$162,237 in CDBG funds for the IPF project Hope Village. It was the only application submitted to the City. It addresses the needs of the underserved through providing housing and supportive services to persons transitioning out of homelessness.



**AP-38 Project Summary**  
**Project Summary Information**

<b>1</b>	<b>Project Name</b>	23.01 Contra Costa Family Justice Navigation Program
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-4: Non-Homeless Special Needs
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	CDBG: \$3,500 Local Funds: \$1,500
	<b>Description</b>	5G - LMC. Provides navigation services to victims of domestic violence, sexual assault, child abuse, elder abuse and human trafficking.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 persons experiencing domestic violence, elder abuse, child abuse, etc.
	<b>Location Description</b>	2151 Salvio Street, Suite 201, Concord, CA 94519
	<b>Planned Activities</b>	Provide navigation services to victims of domestic violence, sexual assault, child abuse, elder abuse and human trafficking.
<b>2</b>	<b>Project Name</b>	23.02 Contra Costa Legal Services
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-2: Senior Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$8,260
	<b>Description</b>	5A - LMC. Provide free legal counseling, advice, representation and litigation services to low-income seniors in connection with their housing, income maintenance, consumer and individual rights and other elder law issues.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 seniors.
	<b>Location Description</b>	NA

	<b>Planned Activities</b>	Provide on-site food distribution, direct referrals to shelter, referrals and workshops for financial assistance, basic employment workshop, and legal and crisis support services.
<b>3</b>	<b>Project Name</b>	23.03 SENIOR OUTREACH SERVICES
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-2: Senior Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$8,260
	<b>Description</b>	05A - LMC. 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.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 low-income seniors.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Provide care management services to assist seniors and help them resolve critical issues affecting their health and wellness while aiming to help them maintain their independent living.
<b>4</b>	<b>Project Name</b>	23.04 CORE HOMELESS COUNTY
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	H-2: Services for Homeless (Non-Shelter Related)
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$15,000

	<b>Description</b>	3T - LMC. CORE teams will serve as an entry point into the coordinated entry system for unsheltered persons and work to identify, engage, stabilize and house chronically homeless individuals and families. CORE teams will conduct homeless outreach, such as street or encampment outreach.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	47 homeless individuals from the County-wide CORE team.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	The outreach teams will contact homeless individuals to provide basic needs supplies, counseling, benefits assistance, linkages to healthcare, shelter placement, and referrals and transportation to C.A.R.E. Centers. The County-wide CORE team receives \$15,000 in HSG funds.
5	<b>Project Name</b>	23.05 CORE HOMELESS DEDICATED
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	H-2: Services for Homeless (Non-Shelter Related)
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$253,889
	<b>Description</b>	3T - LMC. CORE teams will serve as an entry point into the coordinated entry system for unsheltered persons and work to identify, engage, stabilize and house chronically homeless individuals and families. CORE teams will conduct homeless outreach, such as street or encampment outreach.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	40 additional homeless individuals served by the second CORE outreach team focusing only on Walnut Creek.
	<b>Location Description</b>	NA

	<b>Planned Activities</b>	The outreach teams will contact homeless individuals to provide basic needs supplies, counseling, benefits assistance, linkages to healthcare, shelter placement, and referrals and transportation to C.A.R.E. Centers. In FY22-23, the City has again contracted for a full-time designated Walnut Creek CORE team, which will receive \$16,607 in CDBG, \$103,192 in General Fund monies from the Homeless Services Fund, \$76,697 in Permanent Local Housing Allocation (PLHA) funds, and \$74,000 in one-time stimulus ARPA funds.
<b>6</b>	<b>Project Name</b>	23.06 ECHO FAIR HOUSING
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-5: Fair Housing
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	CDBG: \$6,080
	<b>Description</b>	05J - LMC. ECHO Housing is a HUD-approved housing counseling agency, and satisfies HUDs definition of Fair Housing Enforcement Organization and Qualified Fair Housing Enforcement Organization. ECHO affirmatively furthers fair housing by addressing discrimination in Walnut Creek, investigating allegations of discrimination, conducting audits to uncover discrimination, and providing training to housing providers.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 low-income persons
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	To provide Federal and State Fair Housing Law information, counseling, investigation, mediation and educational training services.
<b>7</b>	<b>Project Name</b>	23.07 ECHO TENANT LANDLORD
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-1: General Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	CDBG: \$1,131,425

	<b>Description</b>	5K - LMC. 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.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	80 low-income persons.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	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.
8	<b>Project Name</b>	23.08 MONUMENT CRISIS CENTER
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-1: General Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$15,000
	<b>Description</b>	5- LMC. 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.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	200 LOW-INCOME PERSONS
	<b>Location Description</b>	NA

	<b>Planned Activities</b>	Provide on-site food distribution, direct referrals to shelter, referrals and workshops for financial assistance, basic employment workshop, and legal and crisis support services.
9	<b>Project Name</b>	23.09 COCO KIDS
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-6: Economic Development
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	CDBG: \$13,250
	<b>Description</b>	18C - LMC. The program benefits very low-income, low-income and moderate-income residents through microenterprise assistance for those who want to maintain or start stable small businesses as licensed home-based family child care providers.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 low-income residents starting or maintaining a small business
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	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.
10	<b>Project Name</b>	23.10 LOAVES AND FISH - CULINARY TRAINING
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-6: Economic Development
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	05H - LMC. A free 12-week introductory culinary program for individuals interested in the culinary industry and experiencing barriers to employments. Upon graduation, there will be opportunities for direct job placement for 1 FTE position This is a economic development activity and not subject to PS cap of 15% (24 CFR 570.201(o)(4))

	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 full time equivalent job for low-income persons.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Provide a free 12-week introductory culinary program and assist with at least 1 FTE job placement.
<b>11</b>	<b>Project Name</b>	23.11 HOME REHAB PROGRAM - HABITAT
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	AH-3: Maintain and Preserve Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$8,925,175
	<b>Description</b>	14A - LMC. The City of Walnut Creek's Home Rehabilitation Loan and Emergency Grant Program provides low-interest loans and emergency grants to low-income Walnut Creek households in need of home repairs. The program prioritizes health and safety hazards, but also provides loans for energy efficiency upgrades and common repairs.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A maximum of 6 low-income households if only grants are distributed
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Habitat for Humanity will administer the Home Rehabilitation Loan and Emergency Grant program for the City of Walnut Creek. The program gives emergency grants and rehabilitation loans to low-income homeowners for healthy and safety upgrades, energy efficiency, removal of architectural barriers for the disabled, and more.
<b>12</b>	<b>Project Name</b>	23.12 PLANNING AND ADMINISTRATION
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-8: Administration



	<b>Needs Addressed</b>	Administration
	<b>Funding</b>	CDBG: \$71,539
	<b>Description</b>	21A. Covers salaries, benefits, training and general administrative costs associated with the management of the CDBG program. Up to 20 percent of the allocation plus 20 percent of current year program income will be used for Program Administration.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	NA
	<b>Location Description</b>	CITYWIDE
	<b>Planned Activities</b>	ADMINISTRATION OF CDBG PROGRAM
13	<b>Project Name</b>	23.13 COMMUNITY VIOLENCE SOLUTIONS
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-1: General Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$5,000
	<b>Description</b>	Not funded through CDBG. 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.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 children that are victims of abuse
	<b>Location Description</b>	NA

	<b>Planned Activities</b>	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.
14	<b>Project Name</b>	23.14 CONTRA COSTA CRISIS LINE
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-1: General Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	CDBG: \$9,500
	<b>Description</b>	LMC 05Z 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.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	600 low-income persons.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Provide 24-hour crisis line services through two crisis line programs: Crisis Intervention Service and 211 Information and Referral Service.
15	<b>Project Name</b>	23.15 COURT APPOINTED ADVOCATES - FOSTER CHILDREN
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-3: Youth Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	CDBG: \$5,000

	<b>Description</b>	LMC 05D CASA secures, trains, and supports court-appointed volunteers to advocate for abused, neglected and abandoned children and youth during their uncertain journey in the foster care system. CASA advocates provide a consistent voice to provide these youth with safe and healthy environments in permanent homes, thereby reducing future homelessness, and increasing health, educational attainment, and long-term success.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 children who experienced abuse, who are wards of the court and foster children.
	<b>Location Description</b>	
	<b>Planned Activities</b>	NA
16	<b>Project Name</b>	23.16 STAND! CRISIS LINE
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-1: General Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$7,670
	<b>Description</b>	Not funded through CDBG. 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.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	80 low-income persons, such as victims of domestic violence.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Provide 24-hour crisis line services.80

17	<b>Project Name</b>	23.17 CHOICE IN AGING - SENIOR DAY HEALTHCARE
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-2: Senior Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$8,500
	<b>Description</b>	Not funded with CDBG. Provides day time adult health care services at a skilled nursing level for seniors and the frail elderly.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	31 seniors.
	<b>Location Description</b>	NA
<b>Planned Activities</b>	Provide adult day health care services for seniors and frail elders who are severely compromised, dependent on others for daily care, and who have multiple chronic conditions. Essential services are provided by a team of health, psychosocial, and activity coordination professionals that mirrors that of a skilled nursing facility. Program activities are designed to increase socialization, physical and mental engagement, and meet the needs of each individual participant, which includes assistance with medication, feeding, ambulation, and toileting	
18	<b>Project Name</b>	23.18 EMPOWERED AGING OMBUDSMAN
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-2: Senior Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	LMC 05A 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.
	<b>Target Date</b>	6/30/2024

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	175 low-income seniors
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Investigate abuse and ensure that long-term care facilities are in compliance with Title 22 California Code of Regulations.
<b>19</b>	<b>Project Name</b>	23.19 MEALS ON WHEELS
	<b>Target Area</b>	
	<b>Goals Supported</b>	CD-2: Senior Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$20,060
	<b>Description</b>	05A - LMC. 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.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	200 low-income seniors.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Deliver nutritious meals to homebound seniors.
<b>20</b>	<b>Project Name</b>	23.20 VINCENT DE PAUL FAMILY RESOURCE CENTER
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-1: General Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$6,000

	<b>Description</b>	Not funded through CDBG. St. Vincent de Paul provides homeless prevention services to low-income residents of Contra Costa County via the SVdP Family Resource Center. Services include rental assistance, security deposits, utility assistance, food, medical, employment and transportation support and wrap around services to ensure individuals and families are sheltered.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	22 low-income persons.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Provide services include rental assistance, security deposits, utility assistance, food, medical, employment and transportation support and wrap around services to ensure individuals and families are sheltered.
21	<b>Project Name</b>	23.21 TRINITY CENTER OPERATIONS
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	AH-2: Homeownership Opportunities
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$20,000
	<b>Description</b>	Not funded through CDBG. 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.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	60 homeless persons.
	<b>Location Description</b>	NA

	<b>Planned Activities</b>	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.
22	<b>Project Name</b>	23.22 TRINITY CENTER WINTER EVENING
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	H-1: Shelter for Homeless Population
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$100,000
	<b>Description</b>	The shelter will be a service-rich program to provide overnight shelter services to up to 42 homeless persons. The program will work to find transitional or permanent housing and employment for participants
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	42 homeless persons
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	The shelter will be a service-rich program to provide overnight shelter services to up to 42 homeless persons. The program will work to find transitional or permanent housing and employment for participants
23	<b>Project Name</b>	23.23 LIONS CENTER FOR VISUALLY
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-4: Non-Homeless Special Needs
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$8,850
	<b>Description</b>	Not funded through CDBG. The program provides in-home independent living skills instruction and training to visually impaired adults so they will maintain their independence and avoid institutionalization.
	<b>Target Date</b>	6/30/2024

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	28 visually impaired persons.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Provide in-home independent living skills instruction and training.
<b>24</b>	<b>Project Name</b>	23.25 LOAVES AND FISH - DINING PROGRAM
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-1: General Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	Local Funds: \$5,000
	<b>Description</b>	Not funded through CDBG. Loaves and Fishes Nourishing Lives hot meal program addresses food insecurity and access to healthy nutritious food among the homelessness and very low to low income persons.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	650 low-income persons/homeless persons.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Provide hot meals and food pantry.
<b>25</b>	<b>Project Name</b>	23.25 RAINBOW COMMUNITY CENTER
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-4: Non-Homeless Special Needs
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	CDBG: \$8,283



	<b>Description</b>	Not funded through CDBG. 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.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	36 LGBT persons or persons with HIV/AIDS.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	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.
26	<b>Project Name</b>	23.26 GENERAL FUND PUBLIC SERVICES AND ADMIN
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	CD-3: Youth Services CD-8: Administration
	<b>Needs Addressed</b>	Non-Housing Community Development Administration
	<b>Funding</b>	Housing In Lieu Fees: \$208,154 Housing Successor Agency Loan Repayments: \$50,000 Local Funds: \$263,982
	<b>Description</b>	Not funded through CDBG. General Fund provides Crisis Counselors (\$80,000) and program administration by providing salary and benefits for 1.30 FTE staff.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1,500 youth at local schools benefit from the crisis counselors. Administration supports the crisis counselors, CSG, and HSF grant programs, and all of the affordable housing programs.

	<b>Location Description</b>	NA
	<b>Planned Activities</b>	Administrating grants for public services, including crisis counselors at schools (\$80,000). Administration of all of the affordable housing programs. Administration costs help to support salary and benefits for 1.30 FTE staff positions.
27	<b>Project Name</b>	23.27 HTF
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	AH-1: New Construction of Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	Housing Trust Fund: \$2,500,000
	<b>Description</b>	Not funded through CDBG. The City's Affordable Housing Program uses Housing Impact Fees and Commercial Linkage Fees to assist in the development of new affordable housing, such as acquisition financing.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This funding will go to construction of a new affordable housing project at 699 Ygnacio Valley Road for 97 low-income units.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	The Housing Trust Fund is funded primarily with Housing Impact Fees.
28	<b>Project Name</b>	23.28 OTHER IMPACT FEES
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	AH-2: Homeownership Opportunities
	<b>Needs Addressed</b>	Affordable Housing Non-Housing Community Development
	<b>Funding</b>	Housing In Lieu Fees: \$130,000 Housing Successor Agency Loan Repayments: \$50,000
	<b>Description</b>	Not funded through CDBG. Housing Impact Fees: Administration and Planning, Housing. Impact fees also fund the City's First Time Homebuyer's Assistance program for down payment assistance.
	<b>Target Date</b>	6/30/2024

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Down payment assistance for moderate income homebuyers. We anticipate completing 2 loans in the program year.
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	The majority of the housing impact fees are set aside in a Housing Trust Fund for new construction/acquisition, but a small percentage is set aside to support other affordable housing programs. Currently, those fees are used to support the City's First Time Homebuyer Down payment Assistance Program, which provides deferred second mortgages to low- and moderate- income homebuyers up to 120% AMI.
29	<b>Project Name</b>	23.29 HOPE VILLAGE
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	AH-2: Homeownership Opportunities CD-7: Public Facility, Infrastructure & Access
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$120,000
	<b>Description</b>	LMH o1 6 unit microvillage as transitional supportive housing for seniors experiencing or at risk of homelessness
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Estimate the number and type of families that will benefit from the proposed activities 6 seniors at risk for homelessness
	<b>Location Description</b>	NA
	<b>Planned Activities</b>	6 unit microvillage as transitional supportive housing for seniors experiencing or at risk of homelessness

**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 median 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 8 - Geographic Distribution**

**Rationale for the priorities for allocating investments geographically**

NA

**Discussion**

NA



## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

With respect to zoning and land use, units in multifamily structures with two or more units make up a higher concentration in Walnut Creek. 35% of housing units in Walnut Creek are in multifamily structures with two or more units, a figure that nearly matches the 37% of units that are detached single-family homes (2019 Department of Finance Housing Estimates). Affordable housing projects within close proximity to amenities, usually near downtown, are competitive for tax credit and other funding sources, but obtaining vacant land to build multifamily is becoming harder to find due to limited resources.

To encourage more housing and mixed-use development downtown near transportation and jobs, the City completed the North Downtown and West Downtown Specific Plans in 2018 and 2019 respectively. Throughout the extensive public outreach process some residents expressed concern over increased density; however, the community overall was supportive. The concerns are potential displacement and increase in housing cost as more activity happens in the area. Direct displacement occurs when older homes and apartments are replaced by newer, more expensive housing units. Indirect displacement occurs due to rising housing costs. Existing residents may find it more difficult to remain as rent increases. These issues are not unique to West Downtown, North Downtown, nor are they unique to Walnut Creek. Housing production and displacement are regional issues. However, the City also has local policies to mitigate displacement and encourage affordable housing.

Walnut Creek has inclusionary housing and commercial linkage fee regulations that support affordable housing development. Housing in-lieu and commercial linkage fees are primarily used for acquisition and predevelopment funding of affordable housing. Affordable housing developers are able to leverage city funds to secure other state and federal funding sources. Over the span of 15 years, Walnut Creek collected \$26,125,000, which translated to over 300 affordable units.

Walnut Creek also has a local density bonus program that supplements the State density bonus law. Through Walnut Creek's local program (adopted in 2009), developments that include substantial affordability can request density bonuses beyond 35%. Three affordable housing developments have utilized this program to obtain the following bonuses: 150% (Arboleda), 45% (St. Paul's Commons, and 42% (Habitat for Humanity – 1250 Las Juntas). These supplemental bonuses helped to generate more affordable housing as well as increase the competitiveness of the projects for state and federal programs. Walnut Creek is in the process of updating its local density bonus program to include broader incentives for affordable housing development. With changes in state law, and increased savviness on the part of developers in regards to density bonus, Walnut Creek is seeing more developers utilizing this tool for residential development. As a result, Walnut Creek anticipates

seeing less inclusionary in lieu fees in the future and more integrated affordable housing units throughout market rate developments.

**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 participated in the Contra Costa Consortium's update of the Analysis of Impediments to Fair Housing (AI), which was approved by City Council on June 4, 2019. The 2020-2025 AI has the following goals:

1. Increase available financial resources for affordable housing in order to better fund efforts to foster stable residential integration and increased access to opportunity
2. Provide for the production of additional affordable housing through market incentives and improvements.
3. Increase residential racial and ethnic integration by increasing the supply of affordable housing for families in high opportunity areas.
4. Increase the supply of permanent supportive housing for people with disabilities and services for people with disabilities.
5. Reduce housing discrimination and discriminatory barriers to residential mobility.
6. Address barriers to mobility for families and individuals in publicly-supported housing, including Housing Choice Voucher participants.
7. Reduce the displacement of low-income communities of color by enhancing protections for vulnerable tenants and homeowners and preserving affordable housing in areas that are gentrifying or at risk of gentrification.
8. Increase access to opportunity through targeted public investments and efforts to increase economic mobility within Racially or Ethnically Concentrated Areas of Poverty (R/ECAPs).
9. Increase and stabilize access to proficient schools.
10. Increase coordination of housing and environmental health planning to support access to healthy homes and neighborhoods.
11. Improve inter-jurisdictional coordination.

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 conducted a residential and commercial nexus fee study to review the City's current Inclusionary and Commercial Linkage fee ordinance, updated the supporting residential and commercial nexus studies, provided policy recommendations, and

conducted a feasibility analysis of potential fee increases. An increase in the inclusionary housing fee was approved in August of 2017, and the Inclusionary and commercial linkage fee ordinances was updated in early 2018 to expand their applicability and increase both unit production and/or fee generation. The current inclusionary housing in-lieu fee is \$21.86 per square foot.

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 continues to amend its zoning regulations for accessory dwelling units (ADUs), both to comply with evolving state law, and to encourage and facilitate their development. Furthermore, the City has undertaken a Permit Ready Accessory Dwelling Unit program whereby the City will be preparing construction plans for several different models of affordable and energy efficient ADUs that will be made available for use free to the public, and which will benefit from a simplified building permit plan check review.

California passed 15 pieces of housing legislation in 2019, the City is working to ensure staff, policymakers, and the development community are aware of them. For example, the City Attorney's office provided training to staff, and presented to the City Council, Design Review Commission, and Planning Commission on the new legislation in early 2018. In addition, we are tracking state legislation in progress this year.

## **Discussion**

The Consortium hosted three community meetings on fair housing issues the week of June 25, 2018. Early input from these meetings helped inform the development of the draft AI. The City hosted another three community meetings the week of March 4, 2019 to receive input on the draft AI. The City has also contracted with a consultant to review and update its Density Bonus ordinance and identify additional incentives the City could provide to encourage more affordable housing. On June 4, 2019, the AI was accepted by City Council.



## **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 continues to provide \$100,000 in General Funds for the Community Service Grant program (CSG) and \$400,889 to address homelessness. 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 HSG and PLHA programs supplement homeless service activities.

The City has a certified 2015-2023 Housing Element which describes obstacles to affordable housing development, and actions to address those obstacles. Two primary tools are the City's housing policies, including the Commercial Linkage Fee ordinance and the Inclusionary Housing ordinance, both of which require housing impact fee and in-lieu fee payments on a square foot basis. The ordinances and fees were recently updated (early 2018) to increase fees and expand the applicability in order to generate more units and/or fees. Effective January 2022, the in-lieu fee increased to \$21.86 square foot, which is tied to the California Construction Cost Index (CCCI).

### **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:

- Completing the density bonus update process.
- Continuing to fund the Home Rehabilitation Loan and Emergency Grant Program.
- Issue an RFP to subsidize a new affordable housing development.
- 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.

- The City is reviewing permit streamlining and prioritization for affordable housing as part of an initiative to improve the City's development services. An expedited permitting process for 100% affordable housing has been developed and is being piloted.

### **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 FY23-24, the City of Walnut Creek will continue its efforts to reduce the number of families and individuals living in poverty. The City focuses 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 used 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 COCOKid'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. Loaves and Fishes Culinary Training Program submitted an application for the 2022-2025 funding cycle. The program's goal is to provide very low-income individuals the opportunity to learn culinary skills to re-enter into the workforce.

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**

The Community Development Department's Housing Division administers federally funded housing and community development activities. 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 administers the City's First-Time Homebuyer Assistance Program, the New Construction and Rehabilitation Programs for affordable housing, and implement the Homeowner Rehabilitation Loan and Grant Program. 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, HSG, PLHA and School Crisis Counselor Grant programs.

As part of the same department, the Housing Division staff work closely with the City Planners. Due to the Inclusionary Housing and Linkage Fee Ordinances, collaboration between Housing Programs and City Planning has increased significantly.

**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 Assistant Housing Planner 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](http://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 with City Data Services to continually update/improve/and streamline reporting and grant administrative activities.

**Responding to the Public:** The City collaborates with Eden Council for Hope and Opportunity (ECHO Housing) 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. In 2016, the Housing Division partnered with Language Line, a new

language translation service, to provide services by phone for members of the public that have limited English proficiency, written document translation, and has added translated outreach materials to its website. The City has a central housing email to efficiently respond to questions.

**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**

NA

# 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
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

## **Discussion**

At least 70% of CDBG funds will be used to benefit persons of low and moderate income in the years 2023-2024 (three-year period). Up to 20% of funds will be used for program administration per the cap formula and the remainder are used to benefit LMI residents of Walnut Creek.

