2016-2017
Action Plan
City of Mountain View

Community Development Block Grant Program
Home Investment Partnership Program

May 2016

Table of Contents

Table of Contents 1
Executive Summary 2
AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b) 2
Summary of Citizen Participation Process and Consultation Process 5
PR-05 Lead & Responsible Agencies – 91.200(b) 6
AP-10 Consultation – 91.100, 91.200(b), 91.215(l) 7
AP-12 Participation – 91.105, 91.200(c) 10
Expected Resources 12
AP-15 Expected Resources – 91.220(c)(1, 2) 12
Annual Goals and Objectives 16
AP-35 Projects – 91.220(d) 18
AP-38 Projects Summary 20
AP-50 Geographic Distribution – 91.220(f) 22
Affordable Housing 26
AP-55 Affordable Housing – 91.220(g) 26
AP-60 Public Housing – 91.220(h) 27
AP-65 Homeless and Other Special Needs Activities – 91.220(i) 28
AP-75 Barriers to affordable housing – 91.220(j) 30
AP-85 Other Actions – 91.220(k) 33
Program Specific Requirements 35
Appendix A: Assessment Factors for Public Service Programs 37
Appendix B: Assessment Factors Capital Projects 38
Appendix C: Certifications and Forms 39

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

Introduction

This Action Plan is a one year plan which describes the eligible programs, projects and activities to be undertaken with funds expected to be made available during Fiscal Year (FY) 2016-17 (Program Year 2016) and their relationship to the priority housing, homeless and community development needs identified in the 2015-20 Consolidated Plan, as adopted by the City Council on April 21, 2015.

For FY 2016-17, the entitlement amount is $689,829: $486,827 in CDBG funding and $203,002 in HOME funding. With estimated program income and carryovers, the total estimated CDBG and HOME amounts available are around $975,000 and $205,000 respectively. These amounts are not sufficient to fully address the community needs that low income individuals and families face in attaining self-sufficiency. Throughout the 2016-17 Action Plan period and 2015-2020 Consolidated Plan cycle, the City will continue to leverage additional resources to successfully provide support and services to the populations in need.

Summarize the objectives and outcomes identified in the Plan

Based on the Needs Assessment, Market Analysis, and community outreach conducted for the 2015-20 Consolidated Plan, the goals and objectives/anticipated outcomes are listed below in Table 1:

Executive Summary Table – Fiscal Year 2015-2020 Goals Summary

Goal Name	2015-20 Goal Outcome Indicator	2015-20 Outcomes	2016-17 Outcomes
Support affordable housing for lower income and special needs households.	Rental units rehabilitated. (LMH)	320 Housing Units	64 Housing Units
Support activities to prevent and end homelessness.	Public service activities other than for low/mod income housing benefit. (LMC)	20,000 Persons Assisted	4,000 Persons Assisted
Support activities that provide basic needs to lower income households and special needs populations, such as seniors, abused and neglected youth, and the disabled.	Public service activities other than for low/mod income housing benefit. (LMC)	13,000 Persons Assisted	3,300 Persons Assisted
Support programs and activities that strengthen neighborhoods.	Public service activities other than for low/mod income housing benefit. (LMC) Public facility or infrastructure activities other than for low/mod income housing benefit. (LMA)	150 Persons Assisted 1,000 Persons Assisted	25 Persons Assisted under Public Service Activities No Persons Assisted under Public Facility Improvements
Promote Fair Housing Opportunities	Public service activities other than for low/mod income housing benefit. (LMC)	125 Persons Assisted	25 Persons Assisted

Evaluation of past performance

The City's Annual Action Plans and CAPERs provide information regarding projects, and programs launched and/or completed by the City over the past five years. The City recognizes that it must evaluate past performance to ensure that the City and subrecipients are effectively implementing activities and programs that align with the goals and strategies outlined in the Consolidated Plan.

Activities completed in this 2015-20 Consolidated Plan cycle include the following:

- Completion and occupancy of the 1585 Studios Apartments, which consists of 27 units for developmentally disabled adults. The City contributed $920,000 in HOME funds to assist the developer with site acquisition.

- Renovation began at Tyrella Gardens Apartments, a 56-unit subsidized family rental complex and loan documents were completed for Ginzton Terrace Apartments, a 107-unit subsidized senior rental complex. Repairs and upgrades include new energy efficient hot water heaters, bathroom fans, flooring, cabinets, vanities (Tyrella Gardens Apartments), and windows (Ginzton Terrace Apartments). About $1.3 million in CDBG and $180,000 in HOME funds are being used for the rehabilitation activities.

- Construction is near completion to install energy efficient lighting at Rengstorff Park, a community park located in an eligible area. The new lighting is intended to increase safety and deter crime and nuisances in dimly or unlit areas and enhance the surrounding neighborhood, as stated in the Park's Master Plan.

- In addition to the activities listed above, the City continued to fund and support emergency shelter and assistance programs that annually serve over 3,000 homeless or households at risk of becoming homeless. Also over 2,000 non-homeless residents will annually receive access to services, such as employment referrals, free legal help, fair housing services, counseling, and assistance with basic needs and healthcare related equipment.

A detailed evaluation of the City's performance during this 2015-10 Consolidated Plan will be provided in the annual Consolidated Annual Performance and Evaluation Report (CAPER) that will be submitted to HUD by September 30, 2016.

Summary of Citizen Participation Process and Consultation Process

The City of Mountain View followed its Citizen Participation Plan in preparing the Action Plan. The Draft Action Plan was circulated for a 32-day review period (March 10 – April 12), during which comments could be received. The City's Human Relations Commission (HRC) held a hearing on March 3, 2016 to form funding recommendations on the Action Plan that were submitted to the City Council on April 19, 2016. At the April 19, 2015 public hearing, the Council adopted the 2016-17 Action Plan.

A number of methods were used to provide opportunities for the public to participate in the FY 2014-15 funding cycle, inform the public about the HRC and Council hearings and comment on the 2016-17 Action Plan including the following measures:

- Legal ads were published in the San Jose Post Record newspaper;
- Notices and funding applications were mailed to over 120 nonprofit organizations and other interested parties regarding the availability of funding and the hearing dates;
- Special accommodations and translation services were made available upon request;
- The City's bilingual Outreach Workers were available to assist non-English speaking individuals at the hearings;
- Notices on the availability of the Action Plan were posted at the City's library, Senior Center, and organizations that provide services to City residents. Copies of the Action Plan were made available at the City's library, Senior Center and Community Center;
- Staff reports and the Draft Action Plan were made available on the City's web site; and
- A TDD phone line was made available for hearing impaired persons.

Members of the public were encouraged and invited to comment on the proposed activities and attend the hearings. One member from the public supported the housing rehabilitation activities at the Human Relations Commission hearing.

Summary of Public Comments

There were no comments received regarding the activities proposed for funding. There were, however, two phone calls inquiring about eligible uses for CDBG/HOME and staff responded with the requested eligibility information.

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

N/A

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

Agency/entity responsible for preparing/administering the Consolidated Plan

The City of Mountain View (City) is the Lead Agency for the United States Department of Housing and Urban Development (HUD) entitlement programs. The City's Housing and Neighborhoods Division is responsible for the administration of HUD Entitlements which includes the Community Development Block Grant Program (CDBG) and the HOME Investment Partnerships Program (HOME). By federal law, each jurisdiction is required to submit to HUD a five-year Consolidated Plan and Annual Action Plans listing priorities and strategies for the use of federal funds.

Action Plan Public Contact Information

City of Mountain View
Regina Adams
Senior Planner
City of Mountain View
500 Castro Street
Mountain View, CA 94041
Phone: (650) 903-6049
Fax: (650) 962-8502
regina.adams@mountainview.gov

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

Introduction

In preparing the 2015-20 Consolidated Plan, the City of Mountain View consulted with agencies that provide services to the homeless and special needs populations, residents and stakeholders in the community, members of neighborhood groups, the Housing Authority of Santa Clara County, and the City of San Jose, which receives HOPWA and ESG funding and distributes that funding to Santa Clara County public service agencies. In addition, Mountain View collaborated with other jurisdictions within the County to collect regional data that were used to help develop the priorities and strategies contained within this five-year plan.

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))

During Fiscal Year 2016-17 (Program Year 2016), the City will continue to work with non-profit organizations in providing programs and services for low-income households; private industry, and in particular, financial and development groups, to encourage the development of affordable housing opportunities regionally and in the City; and other local jurisdictions in carrying out and monitoring regional projects in a coordinated and cost-effective manner. Toward these ends, the City will provide technical assistance to the public service agencies it funds and maintain its attendance to the quarterly CDBG Coordinators Meetings and regional groups representing the needs of lower income households, such as the Homeless Collaborative and the Santa Clara County Regional Housing Working Group. These group meetings provide forums where public service providers, affordable housing developers and advocates, and representatives from local jurisdictions can share their expertise with one another and discuss potential program efficiencies, development opportunities, and issues of regional concern that impact lower income households.

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.

The Santa Clara County Continuum of Care (CoC) includes the City of Mountain View and is a multi-sector group consisting of jurisdictions, non-profit agencies that serve the homeless and special needs populations and interested stakeholders who are working toward ending and preventing homelessness in the County of Santa Clara (County). The CoC's primary responsibilities are to coordinate large-scale efforts to prevent and end homelessness in the County.

Destination: Home, a public-private partnership committed to collective impact strategies to end chronic homelessness, serves as a primary backbone organization for the CoC and is responsible for implementing regional goals and strategies of the CoC. Destination: Home is also responsible for ensuring that the CoC meets the requirements outlined under the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH).[12]

Mountain View's Neighborhoods Division staff participates on the CoC. Members of the CoC meet on a monthly basis to ensure successful implementation of the Plan, identify gaps in homeless services, establish funding priorities, and pursue an overall systematic approach to address homelessness.[3]

In Fiscal Year 2016-17 and using CDBG funds, the City of Mountain View will continue to support a variety of activities toward addressing the needs of the homeless, special needs and other lower income groups. Activities funded for Program Year 2016-17 include the provision of shelter and support services to the homeless and an emergency assistance program that provides case management, supplemental food, access to benefits and other support programs. The City also funds the Alpha Omega program that assists homeless persons and families in securing public benefits and finding permanent housing. The program also provides vocational training, help in finding employment and access to other services such as health care and substance abuse treatment services.

Using local funds, the supports a motel voucher program and a rent assistance program. The motel voucher program provides assistance for short-term stays at local motels for recently homeless, lower income individuals and families, including those discharged from medical facilities. The rent assistance program provides assistance to lower income households who receive significant rent increases for a period of four to nine months to help stabilize the family and prevent homelessness.

The City continues to provide oversight for the two transitional homes located within Mountain View: 1) Alice Street Transitional Home which serves 5 formerly homeless persons and 2) Quetzal House, a local youth shelter and transitional home operated by the Bill Wilson Center that serves about 40-50 homeless youth annually.

---

[1] County of Santa Clara. "Housing Element 2015-2022." 2014. http://www.sccgov.org/sites/planning/PlansPrograms/GeneralPlan/Housing/Documents/HE_2015_Adopted_Final.pdf
[2] Santa Clara County. "Continuum of Care Governance Charter." 2013.
[3] Ibid.

The City routinely attends regional meetings with the County Homeless Collaborative and other agencies to identify possible sites in Northern Santa Clara County and funding resources for a homeless shelter and transitional facilities. Also, City staff participates in quarterly meetings with members of the Santa Clara County CDBG Coordinators group to identify special needs projects for consideration and multi-jurisdictional funding sources.

On an on-going basis, Mountain View's Neighborhoods Division staff coordinates with Santa Clara County and other jurisdictions to implement the countywide biennial Homeless Census. Results from the Census are used to identify homeless populations throughout the County and to implement strategies and service priorities to address their needs.

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 Mountain View does not receive ESG funds. CDBG funds, however are used for shelter and support services and funding proposes for these funds are evaluated using the assessment factors in Appendices A and B.

Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities.

Agencies consulted in the development of the 2015-20 Consolidated Plan are provided in Table 2 of the *Process* section of that Plan. Outreach efforts to notify agencies and interested persons about the Fiscal Year 2016-17 CDBG/HOME funding cycle are summarized in the *Citizen Participation* section of this Action Plan.

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

Not applicable. All agency types were consulted in the development of the 2015-20 Consolidated Plan and no agencies were prohibited from applying for Fiscal Year 2016-17 (Program Year 2016) CDBG/HOME funding.

AP-12 Participation – 91.105, 91.200(c)

Summarize citizen participation process and how it impacted goal-setting

A comprehensive summary of the citizen participation process and how it impacted goal-setting is provided in *Appendix A: Citizen Participation Summary* of the 2015-20 Consolidated Plan. To broaden outreach and get as much input as possible in developing the 2015-20 Consolidated Plan goals, the City of Mountain View held regional and community forums, administered surveys, and posted multi-lingual display ads in local news media outlets throughout the City and County.

Fiscal Year 2016-17 (Program Year 2016) Action Plan Circulation Period

The Fiscal Year 2016-17 (Program Year 2016) Action Plan was circulated for a 32 day public review and comment period beginning on March 10, 2016, and comments were accepted until April 12, 2016. The Plan was available electronically at the following website: http://www.mountainview.gov/depts/comdev/preservation/announcements.asp. Hardcopies were also available at the Library (585 Franklin Street), Community Center (201 South Rengstorff Avenue) and Senior Center (266 Escuela Avenue) between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Notice of Availability of the Consolidated Plan was distributed to over 120 entities, organizations, agencies and citizens or groups that attended the forums, requested such notification and provided their contact information. In addition, public comment was encouraged at the hearings listed below, and could be submitted in writing to neighborhoods@mountainview.gov or City of Mountain View Community Development Department, PO. Box 7540, Mountain View, CA 94039-7540. A summary of all public comments received during the circulation period will be provided, along with the City's response to the comments, in this section after April 12, 2016.

Public Hearings

- Locations and dates:
    - Human Relations Commission
      Tuesday, March 3, 2016 – 6:30pm
      City Hall Council Chambers
      500 Castro Street
      Mountain View, CA 94041

    - City Council Public Hearing
      Tuesday, April 19, 2016 – 6:30pm
      City Hall Council Chambers
      500 Castro Street
      Mountain View, CA 94041

In addition to the mass distribution of the draft Consolidated Plan and notice of the public comment period described above, notice of the March 3, 2016 and April 19, 2016 public hearings were published with at least 14-day advanced notification in local publication and on the City's website.

Table 1 - Citizen Participation Outreach

CDBG/HOME Funding Cycle Activity	Target of Outreach	Summary of Response/ Attendance	Summary of Comments Received	Summary of comments not accepted and reasons	URL (If applicable)
Notice of Funding Availability for Capital Projects Only	Broad community outreach to all members of the public and targeted outreach to service providers, beneficiaries and grant recipients. • Newspaper ads • Website Postings • Bilingual Flyers Mailed, Posted and Distributed throughout City	Five agencies applied for CDBG/HOME funding.	N/A	N/A	Posted on Neighborhoods Division Web Page and link to this page was included in the flyer. Announcements Link: http://www.mountainview.gov/depts/comdev/preservation/announcements.asp CDBG/HOME Page Link: http://www.mountainview.gov/depts/comdev/preservation/cdbg/default.asp
March 3, 2016 and April 19, 2016 Public Hearings		Seven persons attended the March 3, 2016 Human Relations Commission Hearing	Five applicants spoke during the hearing in support of their funding requests. No one from the public spoke.	None N/A	
Action Plan Circulation		N/A	No comments were received regarding the proposed Fiscal Year 2016-17. (Program Year 2016)	None N/A	

Expected Resources

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

For FY 2016-17, the entitlement amount is $689,829: $486,827 in CDBG funding and $203,002 in HOME funding. Factoring in estimated program income and prior year resources (carryovers), the total estimated CDBG and HOME amounts available are $975,000 and $206,000 respectively. These amounts are not sufficient to fully address the community needs that low income individuals and families face in attaining self-sufficiency.

Table 2 - Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Reminder of ConPlan*	Narrative Description
			Annual Allocation	Program Income	Prior Year Resources	Total		
CDBG	Public Federal	• Admin and Planning • Acquisition • Economic Development • Housing • Public Improvements • Public Services	$486,287	$150,000	$338,182	$974,469	$1,317,777	CDBG funds will be used for the creation and preservation of affordable rental units, improvements in lower income neighborhoods, and public services that benefit low income households.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Reminder of ConPlan*	Narrative Description
			Annual Allocation	Program Income	Prior Year Resources	Total		
HOME	Public Federal	• Admin and Planning • Acquisition • Homebuyer Assistance • Homeowner Rehab • Multifamily rental new construction • Multifamily rental rehab • New construction for ownership	$203,002	$0.00	$33,282 (includes $30,254 in 2015 CHDO funds)	$236,284	$550,110	HOME funds will be leveraged with local City funding, tax credits, and State bond financing to create new and rehabilitate affordable rental units that serve very low and extremely low income households.
General Funds	Public Local	• Public Services	$25,000	-	-	$25,000	$75,000	General Fund dollars will be utilized to provide fair housing counseling, investigation and education.

* Expected Amount Available Remainder of ConPlan includes an estimated 5 percent reduction in entitlement funding per year, less administration dollars.

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

CDBG and HOME Entitlement Funds

Leverage, in the context of the CDBG and HOME, means bringing other local, state, and federal financial resources to maximize the reach and impact of the City's HUD Programs. HUD, like many other federal agencies, encourages the recipients of federal monies to demonstrate that efforts are being made to strategically leverage additional funds in order to achieve greater results. Leverage is also a way to increase project efficiencies and benefit from economies of scale that often come with combining sources of funding for similar or expanded scopes.

Mountain View typically leverages its CDBG and HOME funds with other funding sources to complete projects and fund public services. Applicants are asked to demonstrate the degree to which the requested CDBG and HOME funds will be leveraged in their applications and the amount of other funding sources is documented as a condition of funding.

For FY 2016-17, all CDBG and HOME administration funding will be leveraged with local sources. Agencies receiving CDBG public service funds leverage them funding from the County, State and/or local foundations and private fundraising activities. The following proposed CDBG funded capital projects intend to leverage the CDBG as follows:

- Bill Wilson Center plans to use in-kind services and donated supplies and materials for renovation activities at Quetzal House, a youth shelter in Mountain View that serves 40-50 persons annually.

- Rebuilding Together would combine City CDBG funding with funding from local foundations and private donations to help fund the Minor Home Repair Program. Under the program, low-income homeowners can receive free minor home repairs and both low-income homeowners and tenants can receive free accessibility modifications.

- MidPen Housing is proposing to use CDBG funds along with operating reserves from Fountains Apartments' to renovate the interiors 63 units at that property and for upgrades benefitting 107 units at Ginzton Terrace Apartments. Both are subsidized properties serving very low and extremely low income seniors.

- FY 2016-17 HOME funding is anticipated to be used in combination with federal Low Income Housing Tax Credits and local Below Market Rate In-Lieu, Commercial Linkage and Rental Housing Impact Fees, which are described in the 2015-20 Consolidated Plan to add 50 net, new units at Shorebreeze Apartments, an existing 120-unit subsidized rental

complex serving families and seniors. The owner would be a Community Housing Development Organization (CHDO) and satisfy that 15% HOME requirement.

HOME Match Requirement

Jurisdictions must provide local matching funds equivalent to 25 percent of the HOME funds expended. Due to large expenditures of local housing funds on previous projects, the City currently has a HOME excess match balance of $1.7 million. The 25 percent required match will be deducted from the excess balance until it is depleted. Once the excess match funds are fully credited, the 25 percent match requirement for HOME funds will continue to come from the City's local housing funds, which consist of Housing Impact Fees, Rental Housing Impact Fees and Below Market Rate Housing Program funds, described below under *Local and County Funding Sources*.

HOME CHDO Requirement

HUD reserves 15% of a jurisdiction's HOME allocation for CHDO projects. There were no CHDO projects in Fiscal Year 2015-16 (Program Year 2015), so those funds were carried over to Program Year 2016. There was a rehabilitation project requesting $185,000 in Program Year 2015 HOME funds; however, HUD ceased providing waivers for the 15% CHDO requirement in Program Year 2015, which prevented the 2015 CHDO-reserved funds from being shifted to non-CHDO uses. As a result, the 2015 rehabilitation project had a funding deficit of $27,766. To adequately fund the rehabilitation project, as approved by the Council, $27,766 in Program Year 2016 Entitlement funds will be used. The 2016 Program Year HOME-funded project (new units at Shorebreeze Apartments) will be owned by a CHDO, so it will access $30,524 in 2015 and 2016 CHDO funds and satisfy the 15% requirement.

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 currently has no vacant or surplus land available for the development of housing or services. If suitable land becomes available, the City Council may direct staff to issue a Request for Qualifications or Request for Proposals process to solicit proposals for development to meet identified needs. A similar process was implemented for a former City-owned parking lot developed in the previous Consolidated Plan period that now contains the Franklin Street Family Apartments, 51 units serving families earning below 30% AMI (extremely low income) and below 50% AMI (very low income).

Annual Goals and Objectives

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

nformation

Table 3 – Fiscal Year 2016-2017 Goals Summary

	Start Year	End Year	Category	Geographic Area	Needs Addresses	Funding	Goal Outcome Indicator
g	2015	2016	Affordable Housing Homeless Non-Homeless Special Need	Jurisdiction	Affordable Housing	CDBG: $761,415 HOME: $185,783 $27,766	Rental units rehabilitated: 64 Housing Units 50 net new units: Funding includes $30,524 in Program Year 2015 CHDO funds Program Year 2016 Entitlement Funds for Ginzton Terrace Rehabilitation Project funded in Program Year 2015
	2015	2016	Homeless	Jurisdiction	Homeless Prevention	CDBG: $51,279	Public service activities other than for low/mod income housing benefit: 4,000 Persons Assisted
	2015	2016	Public Services Non-housing community development	Jurisdiction	Public Services	CDBG: $44,245	Public service activities other than for low/mod income housing benefit: 2,600 Persons Assisted
	2015	2016	Public Service Non-housing community development Public Improvement	Jurisdiction	Neighborhood Improvements	CDBG: $50,000	Homeowner housing rehabilitated: 20 Housing Units
	2015	2016	Affordable Housing Homeless Non-Homeless Special Need	Jurisdiction	Fair Housing Services	General Fund: $25,000	Public service activities other than for low/mod income housing benefit: 25 Persons Assisted

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):

The City estimates that CDBG and HOME funds will be used to preserve and create affordable housing to approximately 320 households over the five-year Plan period.

Fiscal Year 2016-2017 HOME funds would be used to help develop 50 net new family units on the property where Shorebreeze Apartments is located, 401 N. Shoreline Boulevard. Approximately $187,000 in HOME funds will be used in combination with federal Low Income Housing Tax Credits and local affordable housing funds to complete the project. The owner would be a CHDO and utilize CHDO set-aside funds from Program Years 2015-16, 2016-17, and possibly 2017-18. Rehabilitation work approved for and placed under agreement in Program Year 2015 will be completed.

HOME funds are not being used for Tenant Based Rental Assistance.

AP-35 Projects – 91.220(d)

Introduction

The Consolidated Plan Goals represent high priority needs for the City and serve as the basis for the Strategic Actions the City will use to meet these needs. Based on the Needs Assessment, Market Analysis, and community outreach conducted for the current Consolidated Plan cycle, the goals are as follows:

1. Support affordable housing for lower income and special needs households.
2. Support activities to prevent and end homelessness.
3. Support activities that provide basic needs to lower income households and special needs populations, such as seniors, abused and neglected youth, and the disabled.
4. Support programs and activities that strengthen neighborhoods.
5. Promote fair housing opportunities.

The City has a tradition of providing quality affordable housing through an open and inclusive public participation process. Qualified affordable housing developers, who can demonstrate their ability to design, build and manage affordable housing, can submit proposals to the City through a Request for Proposals (RFP) or NOFA process. Programs for public services can also submit proposals to the City for the RFP process. The City administers a two-year funding cycle for public service programs.

Table 4 - Project Information

#	Project Name
1	CDBG and HOME Planning and Administration
2	Services for the Homeless and Homelessness Prevention
3	Healthcare Equipment and Supplies
4	Services for Seniors
5	Services for Neglected Youth
6	Fair Housing Services
7	Minor Home Repair and Home Access Program
8	Quetzal House Renovation
9	Rehabilitation Work and Upgrades at Existing Subsidized Rental Complexes
10	New Multi-Family Units at Shorebreeze Apartments

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

The City allocates its CDBG and HOME funds to projects and programs that will primarily serve 0-50% AMI households, renters, and special needs populations. The allocation of funds is made based on the identification of needs in the City's Consolidated Plan, which lists subsidized rental housing with an emphasis on housing 0-50% AMI special needs households as a top priority.

Another priority for the City is funding for public service programs for special needs populations and low income households. Funding for the public service programs is targeted to services that benefit the homeless and very low income households, which are identified in the Consolidated Plan as the most vulnerable and in need of assistance. All of these needs are identified in this plan with a priority ranking as "HIGH." There are areas of minority and low income concentration as it has done in the past, the City will continue to provide focused outreach to those areas regarding available public services.

AP-38 Projects Summary

Table 5: Project Summary Information

Project Name	Target Area	Goals Supported	Needs Addressed	Funding
CDBG and HOME Administration				
CDBG Planning and Administration	N/A	N/A	N/A	CDBG: $123,260
HOME Planning and Administration	N/A	N/A	N/A	HOME: $20,300
CDBG Public Services				
Services for the Homeless and Homelessness Prevention	N/A	1. Support activities to prevent and end homelessness	Homelessness	CDBG: $51,279
Healthcare Equipment and Supplies	N/A	1. Support activities that provide basic needs to lower income households and special needs populations, such as seniors, abused and neglected youth, and the disabled.	Public Services	CDBG: $8,322
Services for Seniors	N/A	3. Support activities that provide basic needs to lower income households and special needs populations, such as seniors, abused and neglected youth, and the disabled.	Public Services	CDBG: $26,040
Services for Abused and Neglected Youth	N/A	3. Support activities that provide basic needs to lower income households and special needs populations, such as seniors, abused and neglected youth, and the disabled.	Public Services	CDBG: $9,883

Project Name	Target Area	Goals Supported	Needs Addressed	Funding
CDBG/HOME Capital Projects				
Quetzal House Renovation	N/A	1. Support affordable housing for low income and special needs households	Facilities for special needs households	CDBG: $50,000
Minor Home Repair and Home Access Program	N/A	4. Support programs and activities that strengthen neighborhoods	Neighborhood Improvements	CDBG: $50,000
Multi Family Rehabilitation - Fountains Apartments Upgrades Ginzton Terrace Upgrades	N/A	1. Support affordable housing for low income and special needs households	Affordable Housing	CDBG: $679,616 HOME: $27,766
New Multi-Family Units at Shorebreeze Apartments	N/A	1. Support affordable housing for low income and special needs households	Affordable Housing	HOME: $185,783
General Fund Activity				
Fair Housing Services	N/A	2. Promote fair housing opportunities	Fair Housing Services	General Fund: $25,000

AP-50 Geographic Distribution – 91.220(f)

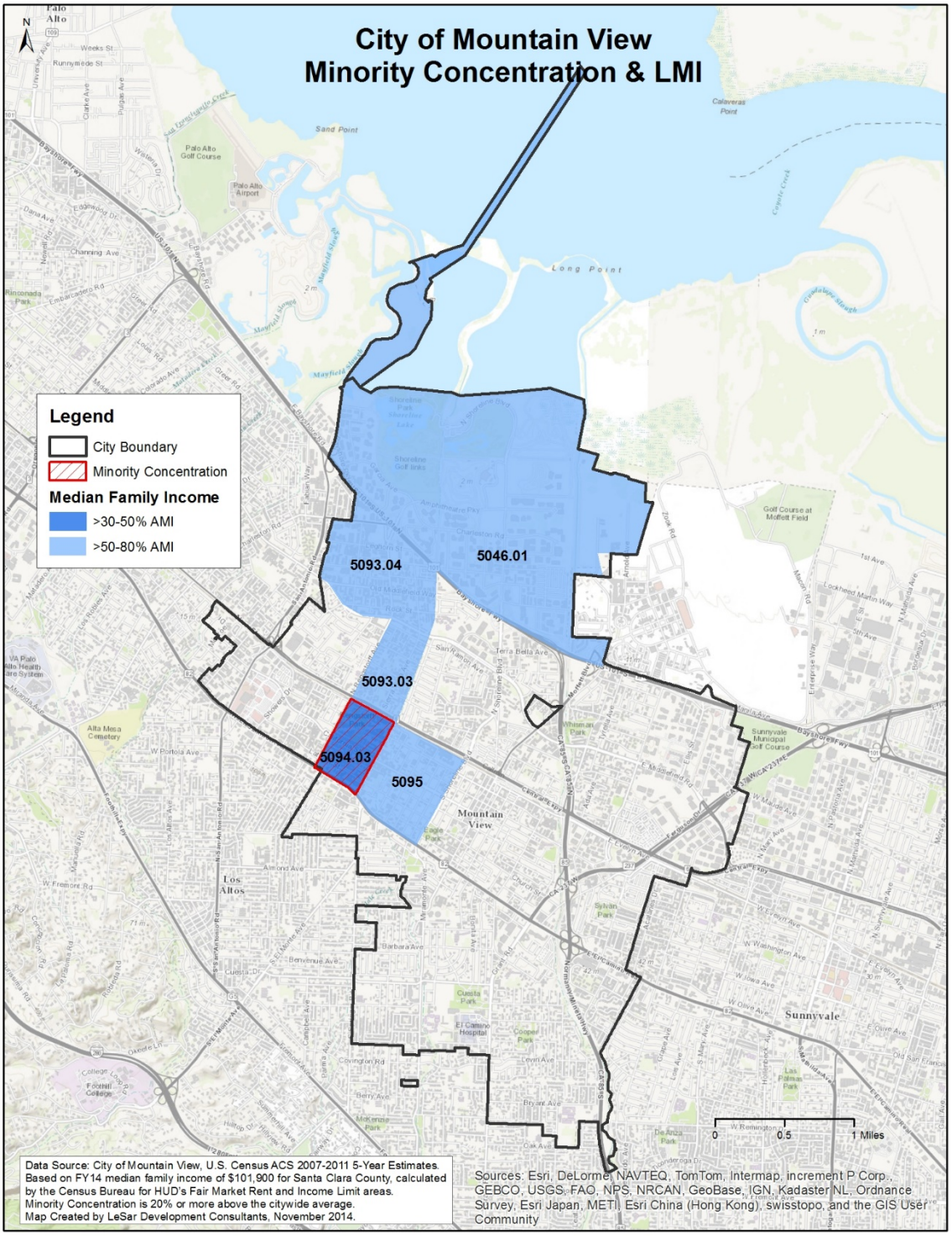
Description of the geographic areas of the entitlement (including areas of low income and minority concentration) where assistance will be directed

Mountain View is a diverse community. There are no areas identified in the City as having significantly higher needs than other areas. There are areas of minority concentration and, as it has done in the past, the City will continue to provide focused outreach to those areas regarding available public services. Maps of the Areas of Low Income and Minority Areas, along with a map of project locations, are provided below.

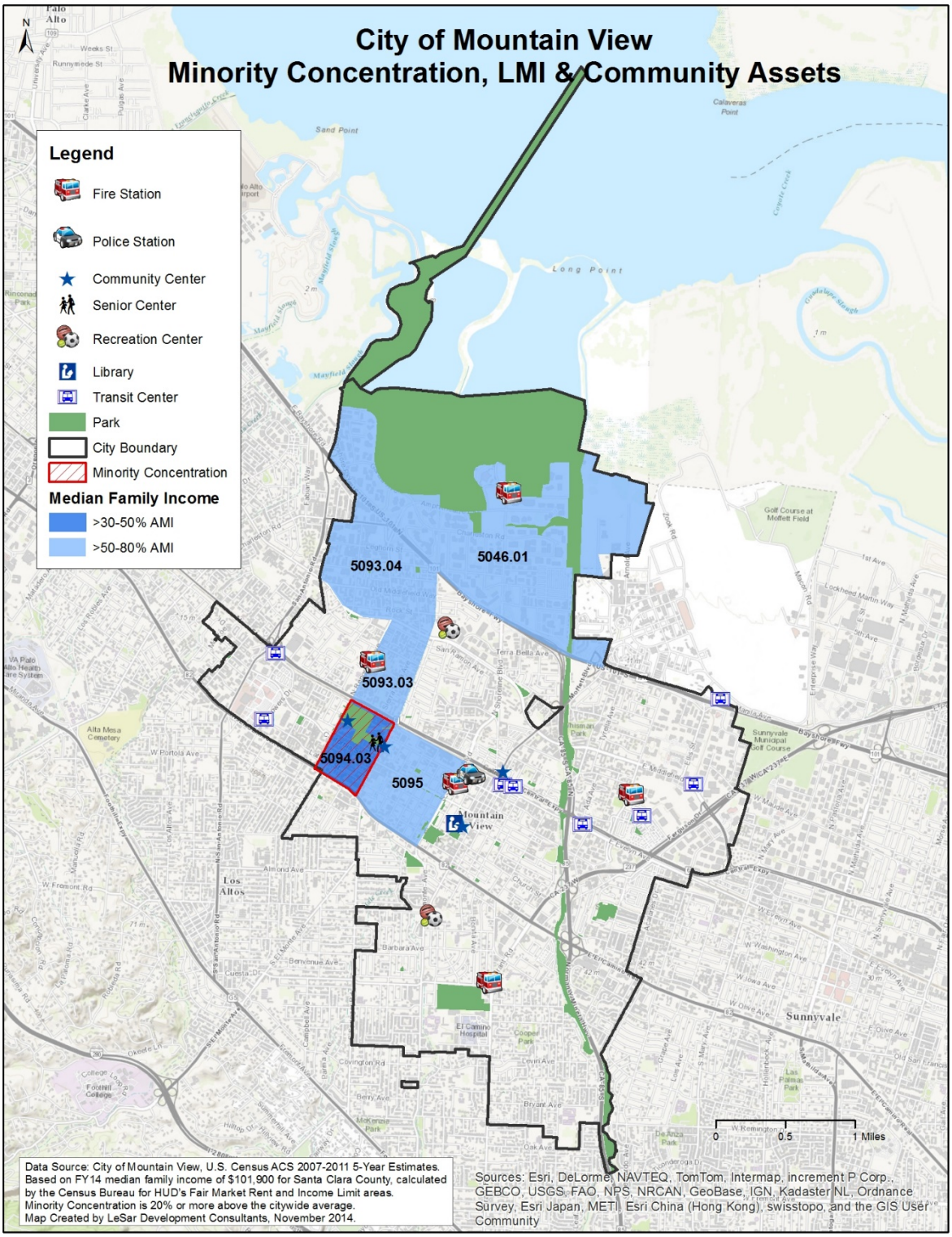
Rationale for the priorities for allocating investments geographically

Not Applicable. Fiscal Year (FY) 2016-2017 (Program Year 2016) of the Consolidated Plan allocates federal entitlement dollars according to low income (LMI) Census Tracts based on the 2010 Census. CDBG funding for the public service programs is targeted to services that benefit the homeless and very low income households, which are identified in the Consolidated Plan as the most vulnerable and in need of assistance. Capital project funding is targeted to low income areas and/or benefit low and very low income households.

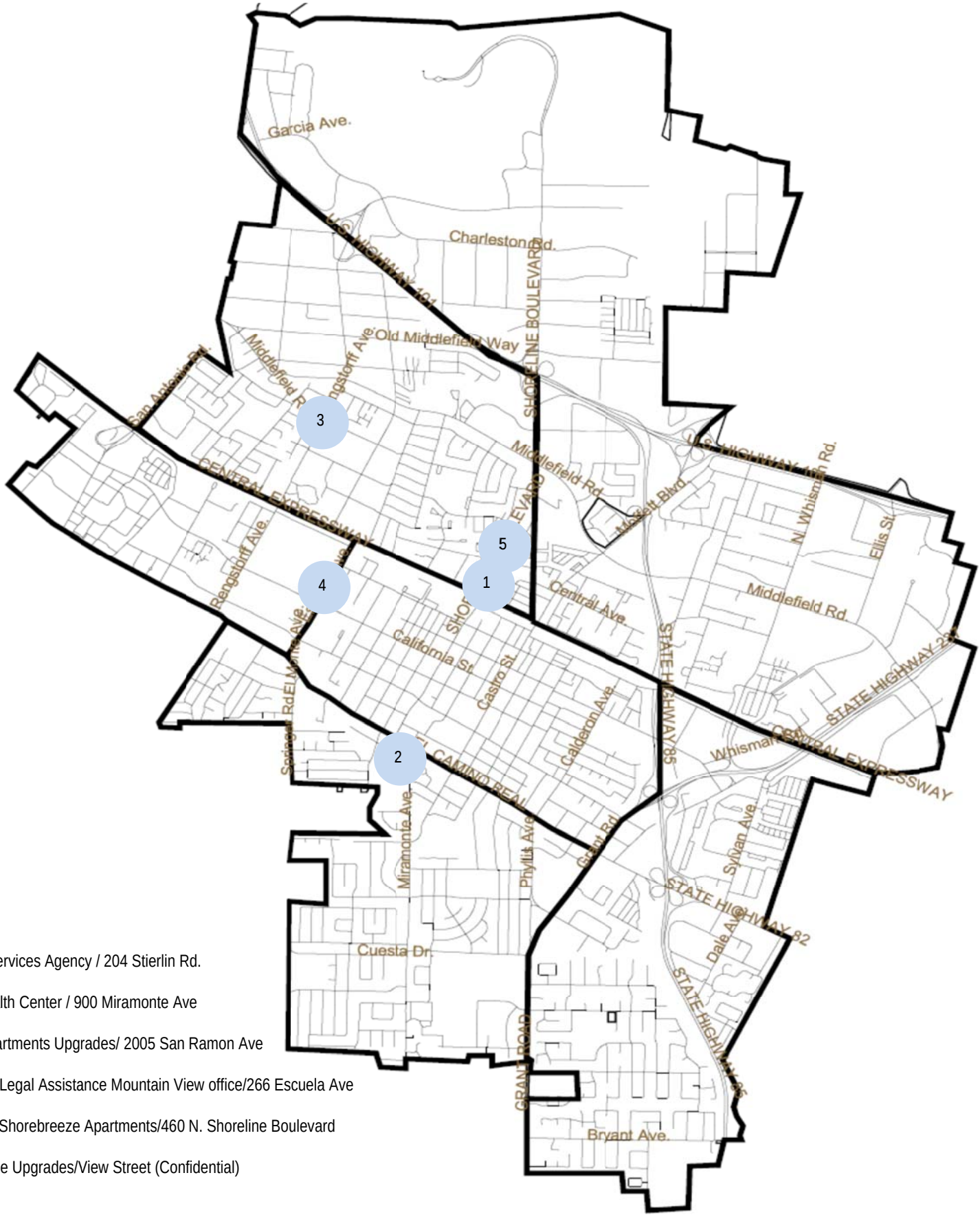
Map 1 - Minority Concentration and LMI Census Tracts



Map 2 - Minority Concentration, LMI, & Community Assets



Map 3 – Map of Projects within City



LEGEND

1. Community Services Agency / 204 Stierlin Rd.
2. Mayview Health Center / 900 Miramonte Ave
3. Fountains Apartments Upgrades/ 2005 San Ramon Ave
4. Senior Adults Legal Assistance Mountain View office/266 Escuela Ave
5. New Units at Shorebreeze Apartments/460 N. Shoreline Boulevard
6. Quetzal House Upgrades/View Street (Confidential)

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Although CDBG entitlement dollars are limited, the City does anticipate expending a significant portion of its CDBG and HOME funds on the preservation and provision of affordable housing. A detailed discussion of how HUD entitlements will be used to support affordable housing needs within the City is provided in AP-20 and AP-38, with the number of households to be assisted itemized by goal and project, respectively.

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	64
Total	**64**

Table 1 - One Year Goals for Affordable Housing by Support Type

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	50
Rehab of Existing Units	64
Acquisition of Existing Units	0
Total	**114**

AP-60 Public Housing – 91.220(h)

Introduction

The Housing Authority of the County of Santa Clara (HACSC) assists approximately 17,000 households through the federal Section 8 Housing Choice Voucher program, countywide. HACSC also develops, controls, and manages more than 2,600 affordable rental housing properties throughout the County. HACSC's programs are targeted toward LMI households, and more than 80 percent of their client households are extremely low income families, seniors, veterans, persons with disabilities, and formerly homeless individuals. HACSC has four two-bedroom family public housing units in its portfolio; they are located in the City of Santa Clara. Approximately 16,387 housing vouchers are in use countywide.

Although there are no public housing units in Mountain View, approximately 320 HACSC-assisted Section 8 Tenant Choice Voucher tenants reside in and 60 Section 8 project based units are located in Mountain View. The City will continue to provide referrals to Section 8 tenants and other persons seeking information and access to the Housing Authority of Santa Clara County's programs.

Actions planned during the next year to address the needs of public housing

Not applicable, there is no public housing in the City.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Not applicable, there is no public housing in the City.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable, there is no public housing in the City.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including efforts to reach out to homeless persons (especially unsheltered persons) and assess their individual needs.

In FY 2016-17 (Program Year 2016), using CDBG funds, the City will assist the Alpha Omega Program which will serve approximately 260 persons through the provision of comprehensive case management services to help unhoused individuals and families secure affordable, permanent housing.

CDBG funds will also be used in FY 2016-17 (Program Year 2016) to fund an Emergency Assistance/Homelessness Prevention Program, which assists homeless persons and families in securing public benefits and finding permanent housing. The program also provides vocational training, help in finding employment and access to other services such as health care and substance abuse treatment services.

Biennially, Mountain View participates in a countywide homeless census to identify homeless persons and administer a detailed survey about their needs. The census provides a breakdown on the number of homeless persons in each jurisdiction. It also contains statistical information on the causes of homelessness and immediate needs, such as employment or substance abuse treatment. Local, not CDBG, funding is used for this census.

Addressing the emergency shelter and transitional housing needs of homeless persons and helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

In Fiscal Year 2016-17, the City will fund the provision of homeless shelter and support services, including employment referrals, mental health counseling, and self-sufficiency training for approximately eleven homeless persons. Funding includes assistance for placement in transitional facilities. The City has funded shelter and support services for over 20 years.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

In FY 2016-17, the City will use CDBG funds for the Emergency Assistance/Homelessness Prevention Program administered by the Community Services Agency to provide safety-net services to working poor individuals and families in jeopardy of losing their housing. Safety-net services include financial assistance with rent and utility bills, supplemental food, and other essential supplies.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

As per the Market Analysis, the incorporated and unincorporated jurisdictions within the County face barriers to affordable housing that are common throughout the Bay Area. High on the list is the lack of developable land, which increases the cost of available real estate and increases housing development costs. Local opposition is another common obstacle as many neighbors have strong reactions to infill and affordable housing developments. Their opposition is often based on misconceptions, such as a foreseen increase in crime; erosion of property values; increase in parking and traffic congestion; and overwhelmed schools.[4] However, to ensure a healthy economy the region must focus on strategies and investment that provide housing for much of the region's workforce – e.g., sales clerks, secretaries, firefighters, police, teachers, and health service workers – whose incomes significantly limit their housing choices.[5]

Even when developments produce relatively affordable housing, in a constrained housing supply market, higher income buyers and renters generally outbid lower income households and a home's final sale or rental price will generally far exceed the projected sales or rental costs. Public subsidies are often needed to help make rentals or homes for LMI households affordable.

The City identified several constraints to the development, maintenance, and improvement of housing and affordable housing, in their 2015-2023 Housing Element update: [6]

- Land use controls, such as the General Plan, which establishes the City's land use designations and the Zoning Ordinance, which identifies districts where housing may be developed. As such, the City's General Plan and Zoning Ordinance have a direct effect on the availability and range of housing choices within a community.
- Parking requirements may serve as a constraint on housing development by increasing development costs and reducing the amount of land available for project amenities or additional units. Parking requirements range from one space per unit for efficiency studios to two spaces for single-family homes and multi-family units with one or more bedrooms. Some housing types are also required to provide guest parking.

[4] Association of Bay Area Governments. "Affordable Housing in the Bay Area." 2014.
[5] Association of Bay Area Governments. "Jobs-Housing Connection Strategy." 2012.
[6] City of Mountain View. "2015-2023 Housing Element." 2014.

- Development fees intended to recover the capital and administrative costs of providing community services and processing entitlement and building permit applications increase the overall development costs. New housing typically requires payment of school impact fees, sewer and water connection fees, building permit fees, Park-In-Lieu fees, wastewater treatment plant fees, and a variety of handling and service charges.

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

As stated in previous chapters, the City is addressing the barriers to affordable housing through:

Inclusionary Housing

- In 1999, the City adopted an Inclusionary Housing Ordinance to encourage developers to set aside at least 10 percent of the total number of dwelling units in the developments they build as BMR. All BMR units must be comparable to the market-rate units in terms of size and design.

- Developers may pay an in-lieu fee when the 10 percent requirement results in a fraction of a unit or when the price of the homes in the development is too expensive to be practical for a BMR unit. The City uses BMR in-lieu fees for new subsidized housing projects that target households with the greatest housing needs.

- Recent court cases have drastically changed the BMR, or "inclusionary zoning," environment in California. Two factors have received recent attention by the courts: whether inclusionary housing is considered rent control, and whether inclusionary housing and related housing mitigation fees are considered exactions. As a result of ongoing litigation, many cities have suspended or amended the portions of their inclusionary housing requirements that require affordable units to be included in market-rate rental developments, and many cities, such as Mountain View, have turned instead to the use of development impact fees charged on new, market-rate housing and/or commercial development. Known as "Housing Impact Fees" and "Commercial Linkage Fees", these fees are based on an assessment of the extent to which the development of new market-rate housing or commercial uses, respectively, generates additional demand/need for affordable housing.

Land Use and Zoning

- Zoning changes to allow for more high-density, mixed-use development and secondary dwelling units.
- The development of precise plans to coordinate future public and private improvements on specific properties.
- A study to evaluate the options, benefits, and impacts of modifying the Municipal Code to remove constraints that may limit the construction of second units.

Affordable Housing Development

- The City's 2015-2023 Housing Element includes policies that specifically address the creation of more affordable housing, even with the high cost of land:
  - Policy 1.5: Support the development of both rental and ownership housing serving a broad range of incomes, particularly extremely low-, very low-, and low income households.
  - Policy 4.3: When feasible, consider reducing or deferring development fees and continue streamlining the entitlement process to facilitate the provision of affordable housing.
  - Policy 5.3: Encourage and support the maintenance/preservation and development of subsidized housing that serve low income households, seniors, disabled individuals, the homeless, larger households, and other special needs populations.

Public Outreach

To help alleviate possible concerns from residents about the misconceptions associated with affordable housing developments, when affordable housing projects are proposed, the City conducts extensive public outreach campaigns focused on the neighboring communities.

AP-85 Other Actions – 91.220(k)

Introduction

This section discusses the City's efforts in addressing the underserved needs, expanding and preserving affordable housing, reducing lead-based paint hazards, and developing institutional structure for delivering housing and community development activities.

Actions planned to address obstacles to meeting underserved needs

The diminishing amount of funds for public services continues to be the most significant obstacle to addressing the needs of underserved populations. The City supplements its CDBG funding with local funds, such as those from the Below Market Rate Housing (BMR) Program and Rental Housing Impact Fee (RHIF) and Housing Impact Fee (HIF) funds. Local General Fund monies are used to supplement limited CDBG public service funding.

Actions planned to foster and maintain affordable housing

The City regularly partners with private and nonprofit businesses to develop affordable housing for low income residents. In an effort to supplement the available funds for affordable housing projects, the City adopted the Below Market Rate Housing (BMR) Ordinance and Rental Housing Impact Fee (RHIF) and Housing Impact Fee (HIF) policies that require developers to build affordable units as part of their market rate developments or pay a fee for units that are not provided. Also, City staff annually monitors the City's subsidized housing developments for affordability and to identify needed repairs.

Actions planned to reduce lead-based paint hazards

The City has a Lead Based Paint (LBP) Management Plan and carries out projects according to the LBP Management Plan. The City requires testing and hazard reduction in properties that use CDBG or HOME rehabilitation funds where lead and other risks may be present. The City also provides information about the risk of LBP to property owners.

Actions planned to reduce the number of poverty-level families

The Alpha Omega Program operates and provides case management to homeless persons to assist them in transitioning to self-sufficiency. Step Up Silicon Valley is a nonprofit organization coordinated by Catholic Charities of Santa Clara County with the intention of using social innovation and collaboration to reduce poverty in Silicon Valley. Their current projects are the 1,000 Out of Poverty Effort, a coordinated effort between over a dozen nonprofit agencies working to help move 1,000 individuals from poverty to self-sufficiency. They also fund the Franklin McKinley Women's Initiative designed to help low income women reach self-sufficiency by providing them with training to start their own businesses.[7]

---

[7] Step Up Silicon Valley. "Annual Report 2013." 2013.

Actions planned to develop institutional structure

The City is attempting to improve intergovernmental and private sector cooperation to synergize efforts and resources, and develop new revenues for community service needs and the production of affordable housing.

Collaborative efforts include:

- Regular attendance at quarterly meetings between entitlement jurisdictions
- Joint jurisdiction Request for Proposals and project review committees to execute projects involving multiple cities, which serve the homeless, special needs and lower income households
- Coordination on project management for projects funded by multiple jurisdictions

Recent examples include the multi-jurisdictional effort that included Mountain View to create a regional affordable housing fund, reserving former redevelopment funds for affordable housing activities. These funds would have otherwise been used for other purposes. Another effort underway involves the possible use of former redevelopment funds to create a countywide pool for homeless shelters and transitional housing. These interactions among agencies generate cohesive discussion and forums for bridging funding and service gaps on a regional scale.

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

The City benefits from a strong jurisdiction and region-wide network of housing and community development partners, such as the County and the CoC. To improve intergovernmental and private sector cooperation, the City continues to participate with other local jurisdictions and developers in sharing information and resources. Collaborative efforts include regular quarterly meetings among the entitlement jurisdictions, joint city Request for Proposals and project review committees, and coordination on project management for projects funded by multiple jurisdictions. One example is the collaborative effort by the County with cities, including Mountain View, to identify sites for a homeless shelter and endorse a countywide Community Plan to End Homelessness. These interactions among agencies generate cohesive discussion and forums for bridging funding and service gaps on a regional scale.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

This section addresses the program-specific requirements for the Annual Action Plan. Details about the planned actions to be undertaken by the City during this FY are available in the previous sections of this Action Plan.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. Table 14 identifies program income available for use that is included in projects to be carried out, while Table 15 summarizes CDBG funding compliance with other requirements.

Table 8: Anticipated Program Income

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	$150,000
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
The amount of surplus funds from urban renewal settlements	0
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
The amount of income from float-funded activities	0
Total Program Income	**$150,000**

Table 9: Other CDBG Requirements

The amount of urgent need activities	$0
The estimated percentage of CDBG funds that will be used for activities that benefit persons of lower incomes	100%
Overall Benefit – A consecutive period of one, two, or three years may be used to determine that a minimum overall benefit of 70 percent of CDBG funds is used to benefit persons of lower incomes. Specify the years that include this Annual Action Plan	2015-2017

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City does not use HOME funds in any other manner than those described in Section 92.205.

A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The City does not use HOME funds for homebuyer assistance.

A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City's CDBG and HOME funds are secured by trust deeds recorded on the title of the property that benefitted from the funds. The City also has Reversion of Assets and Restrictions on Alienation and Transfer clauses in its sub-recipient agreements. The period of affordability would be a minimum 15 years, and the affordability periods for previous properties acquired or rehabilitated using HOME funds have been lengthier.

Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

There are no plans to use HOME funds to refinance existing debt on multi-family properties. HOME funding is typically provided for rehabilitation activities and is accompanied by deed-restrictions that extend the affordability period.

Appendix A: Assessment Factors for Public Service Programs

1. PROJECT/PROGRAM DESCRIPTION. Is the proposed program clearly described and well thought out.

2. NEED FOR PROJECT/PROGRAM. Does the activity address the most urgent needs of lower income residents? Will the activity address the needs of lower income residents as identified in the City's Consolidated Plan? Will the activity contribute to economic, social and racial community integration?

3. PROJECT/PROGRAM HISTORY. Does the project's/program's past history warrant continued or increased funding? Has the activity been successful in the past at serving the projected number of low and moderate income clients? Has there been a demonstrated need for the services provided by the activity?

4. NUMBER OF MOUNTAIN VIEW RESIDENTS SERVED BY THE PROJECT. Are there accurate client records indicating the number of Mountain View residents to be served?

5. PERCENTAGE OF LOW INCOME MOUNTAIN VIEW RESIDENTS SERVED. Are at least 51% of the Mountain View residents served low income as required by Federal regulations (for CDBG activities)? Does the agency have an effective system for verifying clients' incomes? Will the program in combination with the other activities being funded allow the City to meet the Federal requirement that the program overall serve a minimum of 70% low income residents?

6. PROJECT/PROGRAM COST. Is the project cost requested reasonable? Is the cost per client reasonable for the services to be provided? If increased funding is being requested, are the numbers of persons being served also being increased? Are there other more cost-effective ways to meet the same need?

7. LEVERAGING OF FUNDS. Does the agency have any other funds or funding commitments to assist in financing the project?

8. FUNDING FAIR SHARE. If the program serves an area larger than the City of Mountain View, is the funding prorated so that Mountain View would not pay a disproportionate share of the program's costs?

9. COST DOCUMENTATION. Is there documentation supporting the cost of the project, e.g. a budget or spreadsheet itemizing the City's funds and other anticipated funding?

10. IS THERE A DEMONSTRATED NEED FOR FUNDS? Has the agency presented a convincing case as to the need for funding from Mountain View? Will the program be unable to continue without City funding?

11. SCHEDULE. Is there a realistic schedule indicating when funds will be needed, when the program is to be implemented, and when it will be completed? Does the program provide for the expeditious expenditure of funds?

Appendix B: Assessment Factors Capital Projects

1. PROJECT DESCRIPTION. Is the proposed project/activity clearly described and planned?
2. NEED FOR PROJECT. Does the project address the most urgent needs of lower income residents as identified in the City's Consolidated Plan? Will the project contribute to economic, social and racial community integration?
3. PROJECT HISTORY. Does the project's past history warrant funding? Has the project in the past been successful at serving the projected number of low and moderate income clients? Has there been a demonstrated need for the services provided by the project?
4. NUMBER OF MOUNTAIN VIEW RESIDENTS SERVED BY THE PROJECT. How many Mountain View clients would be served respective to the scale and scope of the project? Are there accurate client records indicating the number of Mountain View residents to be served?
5. PERCENTAGE OF LOW INCOME MOUNTAIN VIEW RESIDENTS SERVED. Is at least 51% of the total number of Mountain View residents/clients served low income as required by Federal regulations? Does the agency have an effective system for verifying incomes?
6. PROJECT COST. Is the project cost requested reasonable? Is the cost per client reasonable for the proposed services? Are there other more cost-effective ways to meet the same need?
7. LEVERAGING OF FUNDS. Does the agency have any other funds or funding commitments to assist in financing the project?
8. COST DOCUMENTATION. Is there documentation supporting the cost of the project (e.g., real estate appraisal in the case of acquisition projects, verifiable construction cost estimates in the case of construction or rehabilitation projects, line item budgets in the case of social service projects.
9. IS THERE A DEMONSTRATED NEED FOR FUNDS? Has the agency presented a convincing case as to the need for funding from Mountain View? Will the project be unable to continue without City funding?
10. SCHEDULE. Is there a realistic schedule indicating when funds will be needed, when the project is to be implemented, and when it will be completed? Does the project provide for the expeditious expenditure of funds?
11. LOCAL AFFILIATION. Does the agency have members of the Board of Directors who are residents of Mountain View or have other ties to the City of Mountain View?
12. GREEN COMPONENTS. For affordable housing projects requesting funding, does the project incorporate energy efficiency and conservation components? What cost percentage of the project consists of Green components? How are the cost savings resulting from Green components used, i.e. will the savings directly benefit the project or return to the project applicant?

Appendix C: Certifications and Forms

CERTIFICATIONS

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

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

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

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan -- The housing activities to be undertaken with CDBG and HOME funds are consistent with the Consolidated (Strategic) Plan.

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

Daniel H Rich _____ 5-11-16 _____

Signature/ Authorized Official Date

Daniel H. Rich
Name

City Manager
Title

Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

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

2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2015, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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

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

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

Daniel H. Rich — 5-11-16

Signature/Authorized Official — Date

Daniel H. Rich
Name

City Manager
Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

Daniel H. Rich _____ 5-11-16 _____

Signature/Authorized Official Date

Daniel H. Rich

Name

City Manager

Title

OMB Number: 4040-0004
Expiration Date: 8/31/2016

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☐ New	
☒ Application	☒ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
05/13/2016	

5a. Federal Entity Identifier:	5b. Federal Award Identifier:
B-16-MC-06-0019	B-16-MC-06-0019

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Mountain View

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. Organizational DUNS:
94-6000379	

d. Address:

* Street1:	500 Castro Street
Street2:	
* City:	Mountain View
County/Parish:	
* State:	CA: California
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	94041-2010

e. Organizational Unit:

Department Name:	Division Name:
Community Development	Neighborhoods and Housing

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:		* First Name:	Regina
Middle Name:			
* Last Name:	Adams		
Suffix:			

Title: Senior Planner

Organizational Affiliation:
City of Mountain View

* Telephone Number:	650-903-6049	Fax Number:	

* Email: regina.adams@mountainview.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-218

CFDA Title:

Community Development Block Grant

*** 12. Funding Opportunity Number:**

N/A

* Title:

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Use of CDBG funds for affordable housing and community development activities benefitting lower income persons and areas.

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: 12
* b. Program/Project: N/A

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2016
* b. End Date: 06/30/2017

18. Estimated Funding ($):

* a. Federal	486,827.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	25,000.00
* e. Other	338,182.00
* f. Program Income	150,000.00
* g. TOTAL	1,000,009.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:
* First Name: Daniel
Middle Name: H.
* Last Name: Rich
Suffix:

* Title: City Manager

* Telephone Number: 650-903-6301
Fax Number:

* Email: regina.adams@mountainview.gov

* Signature of Authorized Representative: Daniel H Rich
* Date Signed: 5-11-16

OMB Number: 4040-0004
Expiration Date: 8/31/2016

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☐ New	
☒ Application	☒ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
05/13/2016	

5a. Federal Entity Identifier:	5b. Federal Award Identifier:
B-16-MC-06-0233	B-16-MC-06-0233

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Mountain View

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. Organizational DUNS:
94-6000379	

d. Address:

* Street1:	500 Castro Street
Street2:	
* City:	Mountain View
County/Parish:	
* State:	CA: California
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	94041-2010

e. Organizational Unit:

Department Name:	Division Name:
Community Development	Neighborhoods and Housing

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:		* First Name:	Regina
Middle Name:			
* Last Name:	Adams		
Suffix:			

Title: Senior Planner

Organizational Affiliation:
City of Mountain View

* Telephone Number:	650-903-6049	Fax Number:	

* Email: regina.adams@mountainview.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-239

CFDA Title:

Home Investment Partnership Program

*** 12. Funding Opportunity Number:**

N/A

* Title:

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Use of HOME funds for affordable housing activities benefitting lower income persons and areas.

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: 12

* b. Program/Project: N/A

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2015

* b. End Date: 06/30/2016

18. Estimated Funding ($):

* a. Federal	203,002.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	33,282.00
* f. Program Income	0.00
* g. TOTAL	236,284.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on ____.

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name: Daniel

Middle Name: H.

* Last Name: Rich

Suffix:

* Title: City Manager

* Telephone Number: 650-903-6301

Fax Number:

* Email: regina.adams@mountainview.gov

* Signature of Authorized Representative: Daniel H Rich

* Date Signed: 5-11-16

HUD-424-M Funding Matrix

The applicant must provide the funding matrix shown below, listing each program or program component for which HUD funding is being requested and submit this information with the application for federal financial assistance.

Grant Program*	HUD Share	Matching Funds	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other Funds	Program Income	Total
CDBG	$486,827					$25,000 (Local General Fund support for Fair Housing services)	$338,182 - carryover from prior years	$150,000	$1,000,009
HOME	$203,002	See Note Below					$33,282 - carryover from prior years	$0	$236,284
Grand Totals	**$689,829**					**$25,000**	**$371,464**	**$150,000**	**$1,236,293**

Previous versions of HUD-424-M are obsolete

form HUD-424-M (03/2003)

Note: The City has an excess HOME match balance of $1.7 million.