



CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 05/11/04
AGENDA ITEM 3
WORK SESSION ITEM _____

TO: Mayor and City Council
FROM: Director of Community and Economic Development
SUBJECT: Approval of the Annual Plan for Community Development Block Grant Funding for Fiscal Year 2004-2005

RECOMMENDATION:

It is recommended that the City Council adopt the attached resolution approving Community Development Block Grant (CDBG) funds for Fiscal Year 2004-2005.

BACKGROUND:

Approximately \$3,294,300 is available for funding eligible CDBG activities in Hayward during fiscal year (FY) 2004-2005.

HUD FY 2004-2005 Entitlement Grant	\$2,087,000
Program income	<u>1,207,300</u>
Available CDBG funds	\$3,294,300

CDBG program administration costs for FY 2003-2004 are estimated to be approximately \$600,000 including funds for HUD-required environmental reviews and fair labor standards construction wage monitoring. The balance of funds available for CDBG program activities is \$2,691,875.

As Council is aware, the City's CDBG program income is the result of loan pay-offs by first-time homebuyers and housing rehabilitation clients who are refinancing or selling their homes. Although staff had expected that mortgage interest rates would rise in 2004, reducing the amount of program income received to "normal" levels of approximately \$600,000, that was not the case. In fact, Hayward received approximately \$400,000 more program income than expected.

The amount available for funding public services is \$476,000, due to the formula used to calculate the "cap" on the amount of CDBG funds that can be spent on public services. Congress placed this limit (the sum of 15% of the fiscal year entitlement grant and 15% of the previous year's program income), to ensure that the Block Grant continues to be used for community development improvements and housing.

DISCUSSION OF CAC AND STAFF RECOMMENDATIONS:

Twenty-three proposals for CDBG funds were submitted totaling \$3,196,234. During February 2004, staff conducted site visits with agencies that had not applied previously for CDBG funds and also conducted site visits of projects that had not received funding recently or funding for that type of project.

The Chair of the CAC appointed an Application Review Committee (ARC) to review each proposal and make recommendations to the Commission. After carefully reviewing each proposal, the ARC conducted interviews on Saturday, March 6, 2004 with each agency applying for funds. Staff also evaluated each proposal, participated in the ARC interviews and made preliminary recommendations. The ARC's recommendations were discussed by the entire Commission at its March 24th meeting and the CAC issued its preliminary recommendations.

An Appeals Hearing was conducted on April 14th to provide an opportunity for applicants to respond to either the Commission's or the staff's preliminary recommendations. The Salvation Army, the Hayward Community Gardens and La Familia scheduled appeals. The Salvation Army noted that the \$50,000 recommended by the CAC would only cover the required upgrade of the electrical system and would not leave them with sufficient funds for the interior remodel of the Chapel space to create social services offices for counseling and client confidentiality. Although the Gardens could not send a representative to appeal, they submitted a written appeal and requested that it be read by City staff at the meeting. They noted that the calculations for the Neighborhood Improvements portion of their grant left out the compost toilet and benches for the greenhouse that were eligible items in this category. They acknowledged that this was probably due to the fact that they had combined the costs for operations and greenhouse and, that next year, they would separate the Public Services from the Neighborhood Improvements portion of their request to avoid confusion. The third group that scheduled an appeal was La Familia. However, no one representing the agency came to the meeting. The Commission and City staff considered this information as final funding recommendations were developed.

The CAC discussed the appeals and made their final funding recommendations, approving the \$3,200 requested by the Gardens in the Neighborhood Improvements category; City staff concurred. However, CAC and staff had different perspectives on the Salvation Army request. Staff is recommending \$90,000 to cover the cost of the required electrical upgrades and the interior remodel of the building in order to expand the size of the waiting room and replace the chapel with several counseling rooms so that clients can meet with case managers and counselors in a more confidential setting than the current environment allows.

During discussions at the Applications Review Committee meeting in March, the Salvation Army Colonel, providing technical assistance to the Hayward site, noted the ability of the Army to raise funds for this and other projects. Believing that the Salvation Army could raise funds for the building remodel, the CAC thought it more important to provide additional funds to the Small Business Revolving Loan Program in support of the revitalization of downtown Hayward since \$40,000 could allow an additional small business to expand or locate in downtown.

Therefore, the CAC only recommended \$50,000 to cover the cost of the needed electrical upgrades. This is the only difference between the staff and CAC recommendations.

	Request	Staff	CAC
Salvation Army	\$200,000	\$ 90,000	\$ 50,000
Small Business Revolving Loan Fund	\$200,000	\$200,000	\$240,000

Acquisition of the Boys & Girls Club

In the process of finalizing their funding recommendations to City Council, the CAC discussed the using CDBG funds for the first year’s mortgage payment in support of the City’s commitment to acquire the Boy’s and Girls Club facility. Staff briefly reviewed the City Manager’s Agenda Report to Council regarding the acquisition of the facility and discussed the fact that, as a Target Area-serving neighborhood facility, the acquisition is an eligible CDBG expense. Sufficient CDBG funds are available for this expenditure because, as discussed previously, the City received more program income than estimated. Since these repayments were received after FY 2004-2005’s program income estimate had been finalized and preliminary funding recommendation made by both staff and CAC, funds were available for this expenditure and no agency recommended for funding was affected.

The CAC discussed the use of CDBG funds for one year’s mortgage payments. CDBG as a continuing source of funds for the acquisition was not discussed, since a long-term financing strategy for the facility is being developed in the context of the City budget discussions. The CAC discussed the matter and unanimously voted to recommend use of CDBG funds for FY 2004-2005, not to exceed \$170,000, for mortgage payments in support of the City’s acquisition of the Boys & Girls Club facility.

Staff spoke with HUD’s Office of Community Planning and Development (CPD) staff regarding the acquisition. As previously noted, this is an eligible activity; however, there is a specific process that the City must follow for CDBG funds to be used for any part of the acquisition. The City must list, as part of its 2004-2005 Action Plan, that it plans to “pre-incur” the total acquisition cost of approximately \$1.2 million and pay for it over a ten year period. Listing this expenditure in the 2004-2005 Annual Plan does not *require* that the City utilize CDBG funds for this expenditure every year. It does make it possible to use those funds should Council decide to do so in the context of the City Budget.

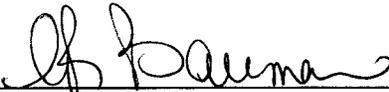
CITY COUNCIL WORKSESSION:

During the staff presentation at the May 4 Worksession, information was requested regarding the number of households on the waiting list for the Housing Rehabilitation Loan Program (HRLP) and Minor Home Repair Program (MHRP). There are 53 households that have been verified and are awaiting for service for MHRP and 25 households verified and approved for HRLP. A question was asked about whether the owner of 913 B Street was aware of the recommendation to allocate CDBG funds for the acquisition of that property. The owner has been made aware of the item.

Next Steps

Allocations adopted by Council will be included in the City's Annual Plan and forwarded to HUD by May 15, 2004.

Prepared by:



Ann R. Bauman
Neighborhood and Economic Development Manager

Recommended by:



Sylvia Ehrenthal, Director of Community
and Economic Development

Approved by:



Jesús Armas, City Manager

Attachments:

Exhibit A – FY 2004-2005 Chart of Funding Recommendations

Exhibit B – FY 2004-2005 CAC and Staff Recommendations and Conditions

Exhibit C – Draft Annual Action Plan FY 2004-2005

Resolution

**CDBG FY 2004-05
FINAL FUNDING RECOMMENDATIONS CHART**

NAME OF AGENCY	FUNDED IN FY 03-04 AMOUNT	FUNDING REQUESTED IN FY 04-05	STAFF RECOM- MENDATION	CAC RECOM- MENDATION
HOUSING				
No applications were submitted in this category.				
HOUSING REHABILITATION				
1. Housing Rehabilitation Loan Program	\$ 575,000	\$ 575,000	\$ 575,000	\$ 575,000
2. Minor Home Repair Program	300,000	300,000	300,000	300,000
	Subtotal	875,000	875,000	875,000
NEIGHBORHOOD FACILITIES AND IMPROVEMENTS				
3. Community Resources for Independent Living (Request funds to complete the facility's interior remodel.)	100,000	35,325	35,325	35,325
4. E.A.S.T.B.A.Y. (Facility acquisition for startup adolescent residential drug treatment program.)	0	200,000	0	0
5. Eden Housing, Inc. (Repair and re-roof Harris Court housing units. FY 03-04 funding was for the Mission Boulevard project.)	350,000	100,000	100,000	100,000
6. Emergency Shelter Program (ESP) (Kitchen and bathroom remodel, new carpet.)	44,000	96,000	96,000	96,000
7. Hayward Area Recreation and Park District (Re-grade and replace irrigation system at Sunset field. Total project cost is \$530,000.)	0	522,300	258,300	258,300
8. Salvation Army (Rehabilitation of the "A" Street facility.)	0	200,000	90,000	50,000
9. Women on the Way (ADA / accessibility improvements. FY 03-04 funding was used to acquire the facility.)	150,000	30,000	30,000	30,000
17. Hayward Community Gardens (Items eligible in this category are the purchase of greenhouse and toilet.)			11,250	11,250
	Subtotal	1,183,625	620,875	580,875

PUBLIC SERVICES				
10. Alameda County Community Food Bank (Food distribution to Hayward homeless shelters.)	30,000	30,000	30,000	30,000
11. Community Resources for Independent Living (Housing counseling program.)	48,500	48,125	48,500	48,500
12. Eden Council for Hope and Opportunity (ECHO) (Fair Housing, Landlord/Tenant, and Rental Assistance programs.)	145,000	152,250	145,000	145,000
13. Eden I&R: Roving Housing Resource Program (Roving housing case manager for Hayward homeless shelter clients.)	0	35,000	35,000	35,000
14. Emergency Shelter Program (ESP) (Children's services at ESP's family shelter.)	44,200	47,028	26,600	26,600
15. Family Emergency Shelter Coalition (FESCO) (Case management staff.)	35,000	35,000	26,600	26,600
16. Family Violence Law Center (Legal services for victims of domestic violence.)	60,000	60,000	60,000	60,000
17. Hayward Community Gardens (Gardening opportunities for low-income Hayward residents to supplement their food budgets.)	25,000	31,885	15,000	15,000
18. Human Outreach Agency (Weekend and overnight program staff.)	0	40,000	40,000	40,000
19. La Familia: Fuller Site (Case management program for Fuller site.)	0	52,321	0	0
20. Shelter Against Violent Environments / WINGS (Weekend and overnight program staff.)	49,300	66,000	49,300	49,300
Subtotal		597,609	476,000	476,000
ECONOMIC DEVELOPMENT				
21. Small Business Revolving Loan Program	0	200,000	200,000	240,000
Subtotal		200,000	200,000	240,000
COMMERCIAL REHABILITATION/ELIMINATION OF BLIGHT				
22. Acquisition of 913 "B" Street	0	350,000	350,000	350,000
Subtotal		350,000	350,000	350,000
ACQUISITION OF THE BOYS AND GIRLS CLUB OF HAYWARD FACILITY				
Towards 1 st year mortgage			170,000	170,000
TOTAL		\$3,196,234	\$2,691,875	\$2,691,875

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 1

Applicant: City of Hayward
Project: Housing Rehabilitation Loan Program (HRLP)
Category of Need: Housing Rehabilitation
Amount requested: \$575,000

Agency Description:

HRLP is a program operated by the City of Hayward's Neighborhood and Economic Development Division.

Summary of Proposed Project:

HRLP provides City-wide property rehabilitation assistance to eligible owners of residential property, with priority accorded to owners in designated CDBG target areas. The objective of this program is to upgrade the City's lower-income housing stock.

HRLP proposes to rehabilitate twenty (20) homes occupied by senior citizens and low-income Hayward residents. Repairs will be paid for by providing deferred loans to eligible homeowners, including owners of mobile homes, who are usually unable to qualify for conventional bank loans. A separate focus of this program is to provide accessibility modifications for 30 low income homeowners who have disabilities.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
HRLP	\$ 575,000	FY 03-04
HRLP	\$ 575,000	FY 02-03
HRLP	\$ 537,000	FY 01-02
HRLP	\$ 575,000	FY 00-01
HRLP	\$ 400,000	FY 99-00

Citizens Advisory Commission Recommendation and Comments: \$ 575,000

This program is heavily used, as indicated by the long waiting list of eligible applicants. This program increases the supply of safe, decent, and affordable housing for low-income, elderly, and/or disabled Hayward residents, through the renovation of existing housing stock, particularly mobile homes for which there are few sources of home improvement loans.

CED Staff Recommendation and Comments: \$ 575,000

The staff concurs with the CAC's Comments and Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 2

Applicant: City of Hayward
Project: Minor Home Repair Program (MHRP)

Category of Need: Housing Rehabilitation
Amount requested: \$300,000

Agency Description:

This program is operated by the City of Hayward's Neighborhood and Economic Development Division.

Summary of Proposed Project:

The Minor Home Repair Program (MHRP) would provide small grants (averaging \$2,000) to lower income Hayward homeowners who have disabilities or who are elderly. Services provided include home inspections, developing scopes of work, monitoring construction, and processing payments to contractors. The program's objectives are to increase the supply of decent, safe, and affordable housing for lower income Hayward residents. If this application is fully funded, the program would provide grants and services to approximately 75 households.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
MHRP	\$ 300,000	FY 03-04
MHRP	\$ 300,000	FY 02-03
MHRP	\$ 225,000	FY 01-02
MHRP	\$ 245,000	FY 00-01
MHRP	\$ 245,000	FY 99-00

Citizens Advisory Commission Recommendation and Comments: **\$ 300,000**

This program continues to provide an important service to Hayward residents who have disabilities or who are elderly and do not have the funds and/or are able to supervise contractors making repairs. Therefore, full funding is recommended.

CED Staff Recommendation and Comments: **\$ 300,000**

The demand for this program's services is very high, especially among low-income mobile homeowners who have few if any sources of funding to make health and safety repairs.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 3

Applicant: Community Resources for Independent Living (CRIL)
Project: Capital Improvement Project

Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$35,325

Agency Description:

CRIL's mission is to support, empower, and teach skills to people who have disabilities, so they are able to more fully participate in the community and in daily life activities. An important area of focus for CRIL is teaching clients about their rights and helping to develop their skills so clients are better prepared to achieve their goals. CRIL's services include the maintenance of a personal assistant registry, benefits advocacy, teaching independent living skills, peer support, and information and referral.

Summary of Proposed Project:

The CRIL facility is in need of a number of repairs and improvements in order to provide a safe, accessible, and comfortable environment for its clients and employees. Projects include roof replacement, accessibility improvements, and audio/visual alarms for people who have sight or hearing impairments. This year's request is a follow-up to last year's proposal, which was partially funded by the City.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Facility Renovation (construction)	\$ 100,000	FY 03-04
Housing Counseling (public services)	\$ 48,500	FY 03-04
Housing Counseling (public services)	\$ 42,000	FY 01-02

Citizens Advisory Commission Recommendation and Comments: **\$ 35,325**

The CAC remains supportive of this project and recommends funding at the requested level so that the project may be completed.

CED Staff Recommendation and Comments: **\$ 35,325**

Staff concurs with the CAC.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 4

Applicant: Early Adolescent Sobriety To Better A Youth (EASTBAY)
Project: Hayward Treatment Center

Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$200,000

Agency Description:

The Early Adolescent Sobriety To Better A Youth (EASTBAY) is a start-up non-profit agency that proposes to operate a licensed residential treatment program for twenty-four adolescent males. The program will utilize a multi-dimensional approach to helping its clients overcome alcohol-related problems, including therapeutic, behavioral, and spiritual components.

Summary of Proposed Project:

The application requests \$200,000 to use as down payment assistance toward the purchase of a \$750,000 facility that has been identified in Hayward.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
N/A		

Citizens Advisory Commission Recommendation and Comments: \$ 0

This agency is in the earliest stages of its program development with the lengthy (and costly) Community Care Licensing and Foster Care Rates Bureau processes still to come. Although a building in Hayward has been identified, the agency has not obtained site control. This is a prerequisite for funding. Therefore, funding is not recommended.

CED Staff Recommendation and Comments: \$ 0

Staff concurs with the CAC's Recommendation. As requested by the CAC, City staff will provide technical assistance to the group developing the East Bay treatment Center on the CDBG program, including acquisition and property rehabilitation requirements to enable the group to submit an eligible proposal for the next funding cycle.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 5

Applicant: Eden Housing, Inc.
Project: Harris Court

Category of Need: Housing Rehabilitation
Amount requested: \$100,000

Agency Description:

Eden Housing, Inc. was established in 1968, and is an east bay non-profit housing developer and manager. To date, Eden Housing has created and/or manages over 4,100 residential units and over 40,000 square feet of commercial space in five counties, primarily Alameda County. Its administrative offices are located in Hayward.

Summary of Proposed Project:

The objective of this proposal is to complete the rehabilitation of a group of six four-plexes, comprising twenty-four units of permanently affordable housing. Construction activities would be comprised of replacing the roof and window systems, which have begun to fail.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Mission Blvd. (new housing)	\$ 350,000	FY 03-04

Citizens Advisory Commission Recommendation and Comments: \$ 100,000

These rehabilitation activities are necessary in order to keep these affordable units safe for their occupants, and to help keep tenants' utility bills reasonable (through the installation of energy-efficient windows).

CED Staff Recommendation and Comments: \$ 100,000

Staff concurs with the CAC Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 6

Applicant: Emergency Shelter Program (ESP)
Project: Emergency Shelter Program (ESP)

Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$96,000

Agency Description:

Emergency Shelter Program (ESP) was established in 1972, and is a thirty-two bed shelter that is located in Hayward. Currently ESP provides shelter and specialized support services to homeless women and their children, and to female survivors of domestic violence and their children. At a separate site – also in Hayward - ESP also provides licensed infant, toddler, and child care.

Summary of Proposed Project:

ESP's proposal requests funds to replace worn floor coverings, kitchen counters and shelving, dishwasher/sanitizer, and garbage disposal. If funding permits, ESP would also replace the dilapidated steel shed (located in the shelter's driveway), and new detached accessory structure with a slab foundation that would be used to store donations and clients' belongings.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Shelter rehabilitation activities	\$ 44,000	FY 03-04
Operations support (public services)	\$ 44,200	FY 03-04
Shelter rehabilitation activities	\$ 37,422	FY 02-03
Shelter rehabilitation activities	\$ 18,920	FY 01-02
Shelter rehabilitation activities	\$ 60,099	FY 00-01
Shelter rehabilitation activities	\$ 28,188	FY 99-00

Citizens Advisory Commission Recommendation and Comments: **\$ 96,000**

The rehabilitation activities proposed would make the shelter environment more habitable for clients, and the storage building would provide a safe and dry place to store their belongings until the families move into more stable housing. Funding at the requested amount is recommended.

CED Staff Recommendation and Comments: **\$ 96,000**
Staff concurs with the CAC's Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 7

Applicant: Hayward Area Recreation and Park Department
Project: Sunset Athletic Field Revitalization
Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$522,300

Agency Description:

The Hayward Park and Recreation District (HARD) was created for the purpose of providing park and recreation services to the citizens of Hayward, Castro Valley, San Lorenzo, and the unincorporated Ashland, Cherryland, and Fairview communities. HARD's mission is to improve the quality of life for citizens of all ages by providing a variety of recreational activities, special events, facilities, and services that encourage life-long learning, fitness, and fun.

Summary of Proposed Project:

The Sunset Athletic Facility has fallen into disrepair, and the proposed project would restore the 13 acres of open field (including three baseball diamonds) to safe and useable condition. Rehabilitation activities would include replacement of the irrigation system, re-grading of the uneven areas, and restoration of the turf. If only partial funding is available, then HARD would repair the most-used areas of the facility, and continue to seek funding for the balance of the project from other sources.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
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No recent funding.

Citizens Advisory Commission Recommendation and Comments: **\$ 258,300**

At HARD's Application Review Committee interview, it was learned there is a potential source of funding for restoration of the large, lighted baseball field. HARD's representatives indicated that if the project is funded, when the field has been repaired, HARD will maintain the fields and irrigation equipment, and HUSD (which owns the facility) would commit to mowing the fields each week.

The CAC recommends funding of \$ 258,300 be allocated, with the following condition: HARD and HUSD must develop and submit an MOU with the City that articulates each agency's level of commitment to maintenance of the restored fields.

CED Staff Recommendation and Comments: **\$ 258,300**

The staff concurs with the CAC's Recommendation and Comments.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 8

Applicant: Salvation Army
Project: Community Center

Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$200,000

Agency Description:

Since 1925, the Hayward Salvation Army has provided no- and low-cost social services to Hayward residents. The facility is open Monday – Friday and services include food distribution, utility bill payment assistance, motel voucher program (for homeless clients), and information and referral. There is a hot meal served regularly on Sunday afternoons.

Summary of Proposed Project:

This proposal requests \$200,000 to renovate the Salvation Army’s existing facility. The project would upgrade the building façade, expand the size of the waiting room (clients currently line up on the sidewalk outside the facility), and replace the chapel with several counseling rooms to allow clients to meet with case managers and counselors in a more private, dignified setting than the environment currently allows. Additionally, the building’s furnace would be replaced by new heater/air conditioning units, and the worn flooring would be replaced throughout the building. The entire cost of the project would be approximately \$280,000.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
N/A		

Citizens Advisory Commission Recommendation and Comments: **\$ 50,000**
From the application and *Application Review Committee* interview it appeared that the Salvation Army would be able to utilize other sources of funding to complete this project. The renovation seems well-conceived and, because the electrical is a critical upgrade, the CAC is recommending \$50,000 for that portion.

CED Staff Recommendation and Comments: **\$ 90,000**
The addition of these counseling rooms could strengthen the agency’s case management component and improve the chances of adding services in the future. \$90,000 is recommended.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 9

Applicant: Women on the Way - Recovery Service Program
Project: Accessibility Repairs for ADA Compliance

Category of Need: Neighborhood Facilities and Improvements
Amount requested: \$30,000

Agency Description:

Women on the Way, Inc., (formerly Women of Faith) is a ten-bed residential program for women who wish to enter into recovery from their drug and/or alcohol addictions. Clients typically come from the local jails or state prisons, but also from the streets via word-of-mouth referrals. Each client is expected to attend classroom education (provided by Hayward Adult School), participate in therapeutic (social model) discussion groups, and work toward understanding the circumstances and personal choices that led to each woman's addiction(s).

Summary of Proposed Project:

This application proposes to add ramps and widen doorways to bring the agency's existing facility into ADA compliance. Completing this project would have intrinsic benefits, i.e., women who have physical disabilities would be able to utilize the agency's services. Additionally, bringing the facility into ADA compliance would make the program eligible to provide fee-based services (pursuant to *Proposition 36: the Substance Abuse and Crime Prevention Act of 2000*).

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Facility Acquisition	\$150,000	FY 03-04

Citizens Advisory Commission Recommendation and Comments: **\$ 30,000**
These repairs are necessary to bring the facility into ADA compliance. Once this is achieved, the program would then be eligible for funding from an array of local, state, and federal sources. Funding is recommended at the requested amount.

CED Staff Recommendation and Comments: **\$ 30,000**
Staff also recommends funding this project, provided City staff continue to work closely with the agency's staff to monitor the program's progress and provide technical assistance as necessary.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 10

Applicant: Alameda County Community Food Bank
Project: Food Distribution – Food Purchase Program

Category of Need: Public Services
Amount requested: \$30,000

Agency Description:

The Alameda County Community Food Bank was founded in 1985 by a coalition of Alameda County emergency food providers. Today, it is the central clearinghouse for donated food in Alameda County. Over three hundred food pantries, soup kitchens, and residential programs are members of the Food Bank’s coalition; twenty three members are located in Hayward. In FY 02-03, over ten million pounds of food were distributed by the Food Bank county-wide.

Summary of Proposed Project:

The proposed project is a continuation of the Food Purchase Program, which delivers monthly supplies of high-nutrient food to five Hayward homeless shelters. The program also provides food handling safety training and certification to staff members at each of the five participating shelters. In addition to improving the quality of food provided to homeless people, the program effectively frees-up shelter resources (which would otherwise be used to purchase food).

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Planned Purchase Food Program	\$ 30,000	FY 03-04
Planned Purchase Food Program	\$ 30,000	FY 02-03
Planned Purchase Food Program	\$ 25,000	FY 01-02
Planned Purchase Food Program	\$ 25,000	FY 00-01
Planned Purchase Food Program	\$ 15,000	FY 99-00

Citizens Advisory Commission Recommendation and Comments: **\$ 30,000**
This program has been well-used by the Hayward shelters. Funding at the requested amount is recommended.

CED Staff Recommendation and Comments: **\$ 30,000**
Staff concurs with the CAC’s Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 11

Applicant: Community Resources for Independent Living (CRIL)
Project: Hayward Housing Services

Category of Need: Public Services
Amount requested: \$48,125

Agency Description:

CRIL's mission is to support, empower, and teach skills to people who have disabilities, so they are able to more fully participate in the community and in daily life activities. An important area of focus for CRIL is teaching clients about their rights and helping to develop their skills so clients are better prepared to achieve their goals. CRIL's services include the maintenance of a personal assistant registry, benefits advocacy, teaching independent living skills, peer support, and information and referral.

Summary of Proposed Project:

The proposed project would provide support services to assist low-income people who have disabilities to identify, secure, and maintain accessible and affordable housing placements. If funded, the housing counseling program would assist over 375 unduplicated Hayward residents. In addition, CRIL proposes to address housing discrimination through education and technical assistance to local businesses and agencies involved in housing or housing services. CRIL also increases opportunities for low-income Hayward residents who have disabilities, through systems change advocacy.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Housing Counseling	\$ 48,500	FY 03-04
Housing Counseling	\$ 42,000	FY 01-02
Housing Counseling	\$ 40,000	FY 00-01
Housing Counseling	\$ 33,495	FY 99-00
Housing Counseling	\$ 33,495	FY 98-99

Citizens Advisory Commission Recommendation and Comments: **\$ 48,500**

CRIL is mid- and south-county's sole independent living center. Low-income Hayward residents with disabilities rely on CRIL's housing services, since CRIL's staff are expert in working to solve some of the special issues and problems that clients face in obtaining and retaining housing. Funding is recommended at CRIL's FY 03-04 level, \$48,500.

CED Staff Recommendation and Comments: **\$ 48,500**

Staff concurs with the CAC's Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 12

Applicant: Eden Council for Hope and Opportunity (ECHO)
Project: Fair Housing, Landlord-Tenant, and Rental Assistance Programs
Category of Need: Public Services
Amount requested: \$152,250

Agency Description:

ECHO Housing was founded in 1964, as a fair housing agency. The agency's mission is to ensure fair and equal access to housing in compliance with local and federal laws. ECHO provides education, intervention, mediation, and counseling services to tenants and landlords, in order to prevent homelessness.

Summary of Proposed Project:

ECHO's application for FY 04-05 funding proposes to continue the provision of its Fair Housing, Landlord-Tenant, and Rental Assistance programs. Objectives include: investigation of 48 allegations of discrimination and follow-up as appropriate; the provision of mediation to 80 households resulting in eviction prevention for 55 households; and move-in assistance would be provided to 25 families.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Housing Counseling	\$ 145,000	FY 03-04
Housing Counseling	\$ 149,078	FY 02-03
Housing Counseling	\$ 125,000	FY 01-02
Housing Counseling	\$ 147,218	FY 00-01
Housing Counseling	\$ 141,556	FY 99-00

Citizens Advisory Commission Recommendation and Comments: \$ 145,000

The services provided by the three proposed programs are well-used by Hayward's low-income residents who are renters. Funding is therefore recommended at the FY 03-04 level of \$ 145,000.

CED Staff Recommendation and Comments: \$ 145,000

Staff concurs with the CAC's Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 13

Applicant: Eden I&R's Roving Housing Resource Program (RHRP)
Project: Eden I&R
Category of Need: Public Services
Amount requested: \$35,000

Agency Description:

Eden I&R was founded in 1976 to provide information regarding, and referrals to, local social service providers. Today, Eden I&R's databases provide detailed information about over 1,200 local or regional service providers, and 46,000 affordable housing units. The Community Housing and Information Network (CHAIN) links thousands of people every year to housing resources, and Eden I&R has the capacity to provide referrals in English, Cantonese, Spanish, and Vietnamese.

Summary of Proposed Project:

The Roving Housing Resource Program has evolved from providing individualized housing case management services to shelter clients, to providing housing leads and case management training to shelter staff. Each shelter would receive two staff in-services, every other month. As necessary, the Roving Case Manager would be available to consult with shelter staff regarding individual clients.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
RHRP	\$ 35,000	FY 02-03
RHRP	\$ 25,000	FY 01-02
RHRP	\$ 25,000	FY 99-00
CHAIN	\$ 23,000	FY 98-99
CHAIN/RHRP	\$ 56,897	FY 97-98

Citizens Advisory Commission Recommendation and Comments: \$ 35,000

The RHRP would provide role models and training for shelter staff in housing case management, to improve clients' transition from shelter to more stable housing. Full funding of the proposed project is recommended.

CED Staff Recommendation and Comments: \$ 35,000

Clients enter the Hayward homeless shelters at various stages of housing readiness. The RHRP teaches case managers how to adjust the type and level of service offered in relation to what a client needs at any particular time. This approach produces economies of scale that benefit all the participating shelters. The staff recommends funding the program at the requested amount.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 14

Applicant: Emergency Shelter Program (ESP)
Project: Emergency Shelter Program (ESP)

Category of Need: Public Services
Amount requested: \$47,028

Agency Description:

Emergency Shelter Program (ESP) was established in 1972, and is a thirty-two bed shelter that is located in Hayward. Currently ESP provides shelter and specialized support services to homeless women and their children, and to female survivors of domestic violence and their children. At a separate site – also in Hayward - ESP also provides licensed infant, toddler, and child care.

Summary of Proposed Project:

The funds requested would pay for the services of a children's program coordinator, who is responsible for design and implementation of children's activities at the shelter. Typically, half the ESP shelter population is comprised of children, and children's activities and support services are considered an essential component of any residential program that serves families.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Shelter rehabilitation activities	\$ 44,000	FY 03-04
Operations support (public services)	\$ 44,200	FY 03-04
Shelter rehabilitation activities	\$ 37,422	FY 02-03
Shelter rehabilitation activities	\$ 18,920	FY 01-02
Shelter rehabilitation activities	\$ 60,099	FY 00-01

Citizens Advisory Commission Recommendation and Comments: \$ 26,600
The CAC considers children's services to be a key factor in providing support to families at ESP, and improves the family's ability to transition to permanent housing. Therefore, \$26,600 is recommended.

CED Staff Recommendation and Comments: \$ 26,600
The staff concurs with the CAC's Recommendation and Comments.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 15

Applicant: Family Emergency Shelter Coalition (FESCO)
Project: Housing Case Management

Category of Need: Public Services
Amount requested: \$35,000

Agency Description:

The Family Emergency Shelter Coalition's mission is to serve homeless and low-income families, using approaches that instill or restore dignity, self-respect, and self-reliance, so that families, their individual members, and the community are strengthened. FESCO operates a twenty-four bed family emergency shelter, as well as two separate sites that provide transitional housing and support services for families that have successfully completed a structured, case managed, shelter program.

Summary of Proposed Project:

This proposal requests funds to support housing case management activities at the emergency shelter site and eight family co-housing program. Approximately sixty homeless family members would benefit from these services during FY 04-05.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Housing Case Management (Public Services)	\$ 35,000	FY 03-04
Co-Housing Facility	\$ 100,000	FY 01-02
Transitional Housing	\$ 200,000	FY 97-98

Citizens Advisory Commission Recommendation and Comments: **\$ 26,600**

At FESCO's *Application Review Committee* interview, it was made clear the housing case management activities for which funding is requested do not constitute a duplication of services provided by Eden I&R's Roving Housing Resource Program. Therefore, funding to support these activities is recommended in the amount of \$ 26,600.

CED Staff Recommendation and Comments: **\$ 26,600**

The staff concurs with the CAC's Recommendation and Comments.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 16

Applicant: Family Violence Law Center
Project: Domestic Violence Services Collaborative

Category of Need: Public Services
Amount requested: \$60,000

Agency Description:

The Family Violence Law Center (FVLC) was founded in 1978 in order to meet the legal, emotional, and economic needs of female and child victims of domestic violence. Services the agency provides include emergency overnight crisis shelter, crisis counseling, 24 telephone hotline, family law attorney services, victim advocacy within the criminal justice system, emergency funds for rental assistance and food, and weekly peer counseling groups for battered women.

Summary of Proposed Project:

This proposal requests funds to continue to provide legal services including in-court representation for victims of domestic violence. During FY 04-05, the project would provide legal assistance and counseling to at least three hundred unduplicated Hayward women. In addition, the FVLC would continue to operate its Overnight Emergency Response Team program (ONERT) in Hayward, which provides immediate on-site assistance to women and their children after incidents of domestic violence (i.e., meal and motel vouchers, crisis counseling).

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Family Violence Law Center	\$ 60,000	FY 03-04
Family Violence Law Center	\$ 50,000	FY 02-03
Family Violence Law Center	\$ 30,000	FY 01-02

Citizens Advisory Commission Recommendation and Comments: \$ 60,000

At the FVLC's *Application Review Committee* interview, it was learned that funding cutbacks have reduced and may eliminate the ONERT program in mid-County. Full funding of this request is recommended so that emergency overnight services will continue to be available to Hayward victims of domestic violence.

CED Staff Recommendation and Comments: \$ 60,000

The Hayward Police Department's Youth and Family Services Bureau confirmed that the services provided by the FVLC's ONERT program do not duplicate any of the services provided by the Hayward Police Department. The staff concurs with the CAC's recommendation for full funding of this request.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 17

Applicant: Hayward Community Gardens
Project: Hayward Community Gardens

Category of Need: Public Services
Amount requested: \$31,885

Agency Description:

The Hayward Community Gardens has been in existence since the mid-1970's, is operated solely by volunteers, and provides nearly 100 families with opportunities to supplement their grocery budgets and improve their diets by growing their own produce. Approximately 70% of the Garden's members are low-income residents of Hayward.

Summary of Proposed Project:

For FY 04-05, the Hayward Community Gardens is requesting funds to pay the Garden's utility bills (primarily water) and other operations expenses. In addition, the application requests approximately \$8,000 to purchase a temperature-controlled greenhouse, in order to grow seedlings which would then be used by the Garden's members, and sold at the local Farmers' Markets.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Community Gardens	\$ 25,000	FY 03-04
Community Gardens	\$ 25,000	FY 02-03
Community Gardens	\$ 15,000	FY 01-02
Community Gardens	\$ 15,000	FY 00-01
Community Gardens	\$ 15,539	FY 99-00

Citizens Advisory Commission Recommendation and Comments: **\$ 26,325**

The Hayward Community Gardens has taken steps to strengthen its board of directors during the past year, and has opened up eligibility for the board to non-Garden members. As a result, the Garden's recordkeeping and financial oversight has improved. Funding is recommended in the amount of \$26,325.

CED Staff Recommendation and Comments: **\$ 26,325**

Staff concurs with the CAC's Recommendation, and adds that the purchase of the greenhouse would be structured as an \$11,250 Neighborhood Facilities and Improvements grant, with the \$15,000 balance of the grant structured as a Public Services category grant.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 18

Applicant: Human Outreach Agency
Project: Direct Client Services

Category of Need: Public Services
Amount requested: \$40,000

Agency Description:

The Human Outreach Agency is a twenty-bed homeless shelter that serves adult males. Founded in 1978, the agency provides shelter and meals, as well as case management and referrals to other support service providers as appropriate. The program is staffed twenty-four hours per day, and administers random drug testing (when symptoms of intoxication are apparent) in order to maintain a clean and sober environment.

Summary of Proposed Project:

This proposal requests funds that would be used to support the program's weekend and overnight counselors, and the case manager, who works weekdays. The case manager is responsible for working with each client to develop individual goals, and monitoring each client's progress to ensure the goals in each caseplan are appropriate and achievable. Weekend and overnight staff coverage is required as a condition of funding in order to maintain a safe and secure physical environment.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Direct Client Services	\$ 40,000	FY 02-03
Direct Client Services	\$ 25,000	FY 01-02
Direct Client Services	\$ 45,000	FY 00-01
Direct Client Services	\$ 40,000	FY 99-00
Direct Client Services	\$ 38,524	FY 98-99

Citizens Advisory Commission Recommendation and Comments: \$ 40,000
The Human Outreach Agency is mid-county's only shelter for homeless single men. Full funding of this agency's request is recommended.

CED Staff Recommendation and Comments: \$ 40,000
The staff concurs with the CAC's Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 19

Applicant: La Familia Counseling Services
Project: My House is Your House Project
Category of Need: Public Services
Amount requested: \$52,321

Agency Description:

La Familia Counseling Services is a large social services agency located in Hayward. The agency provides a wide array of services to primarily lower-income Hayward residents. Examples of the programs La Familia offers are: outpatient mental health counseling, a day treatment program for children, and case management for people with developmental disabilities. In conjunction with other agencies, La Familia also operates a gang-diversion program, three Healthy Start family resource centers, and referrals to social service providers of emergency food, shelter, and clothing.

Summary of Proposed Project:

This proposal requests start-up funding for a housing case management program to be operated at La Familia's Fuller Avenue site. If fully funded, the project would provide up to ninety days of housing case management to sixty-five Hayward families that are either homeless, about to become homeless, or marginally housed.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Fuller Avenue Rehabilitation	\$ 175,000	FY 99-00
Fuller Avenue Acquisition	\$ 260,000	FY 98-99

Citizens Advisory Commission Recommendation and Comments:

\$ 0

Existing resources, such as Eden I&R's CHAIN Line (a housing case management program), the Salvation Army's motel voucher program, and the homeless shelters located in Hayward, currently provide similar services to those proposed by La Familia. In addition, the proposed case management program includes many services (e.g., education, transportation, and vocational training opportunities) that are not directly housing-related, and therefore might be a better "fit" for social services funding. Funding for this project is not recommended.

CED Staff Recommendation and Comments:

\$ 0

The staff concurs with the CAC's Recommendation and Comments, and adds: the Catholic Charities housing funds to which the proposal refers will still be accessible by La Familia (for use by La Familia's clients) without City of Hayward CDBG funding of this proposal.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 20

Applicant: Shelter Against Violent Environments, Inc.
Project: WINGS Transitional Housing Program

Category of Need: Public Services
Amount requested: \$66,000

Agency Description:

Shelter Against Violent Environments (SAVE) was founded in 1976 as an all-volunteer organization to address the problem of domestic violence in the community. SAVE's mission is to promote alternatives to domestic violence through support services, advocacy, and education, and to assist domestic violence victims and their families to end the cycle of violence. SAVE provides counseling, safe housing, and programs to assist victims of violence to become emotionally and economically self-sufficient.

Summary of Proposed Project:

The SAVE WINGS project provides fifteen units of below market rate transitional housing and support services for female survivors of domestic violence and their children. WINGS proposes to provide stable, low-cost housing for these families, for up to eighteen months, and requires each family to participate in individualized case management and support services. The WINGS site is staffed twenty four hours per day, and in addition to the services offered to the moms in the program, WINGS provides counseling, education, and therapeutic activities for the children in residency.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
WINGS Overnight Staffing	\$ 49,300	FY 03-04
WINGS Overnight Staffing	\$ 66,329	FY 02-03
WINGS Overnight Staffing	\$ 50,000	FY 01-02
WINGS Overnight Staffing	\$ 60,000	FY 00-01
WINGS Overnight Staffing	\$ 69,000	FY 99-00

Citizens Advisory Commission Recommendation and Comments: \$ 49,300

WINGS' late night and weekend staffing are considered to be important to the overall safety and security of the project, and are conditions of the City's funding. Therefore, the CAC recommends the WINGS program receive an allocation of \$49,300.

CED Staff Recommendation and Comments: \$ 49,300

The staff concurs with the CAC's Comments and Recommendation.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 21

Applicant: City of Hayward
Project: Small Business Revolving Loan Program

Category of Need: Economic Development
Amount requested: \$200,000

Agency Description:

This program is operated by the City of Hayward's Department of Neighborhood and Economic Development.

Summary of Proposed Project:

The Small Business Revolving Loan Program promotes economic revitalization in the City's downtown district, by making loans to small businesses in order to facilitate access to and leverage of private sector funds.

The City of Hayward is requesting an appropriation of \$200,000 for the Small Business Revolving Loan Fund, to increase the number of loans to small businesses in downtown Hayward. These funds are needed because the demand for loans is projected to increase due to the revitalization of the downtown. These funds will be used only for direct loans to small businesses.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
Revolving Loan Fund	\$ 400,000	FY 02-03
Revolving Loan Fund	\$ 150,000	FY 00-01
Revolving Loan Fund	\$ 300,000	FY 98-99
Revolving Loan Fund	\$ 260,000	FY 95-96

Citizens Advisory Commission Recommendation and Comments: \$ 240,000

The CAC recommends \$240,000 be allocated to this program, because the number of qualified applicants to this program, and the size of an average loan (\$75k – 100k) indicate the funds would be used within 2004-05 program year. It is anticipated that the street and sidewalk work that has been recently completed on B Street will prompt an increase in requests for these loans.

CED Staff Recommendation and Comments: \$ 200,000

The staff agrees this program is well-used, and recommends full funding of this proposal.

FY 2004-05 FINAL CDBG RECOMMENDATIONS

Proposal #: 22

Applicant: City of Hayward
Project: Acquisition of 913 "B" Street
Category of Need: Commercial Rehabilitation / Elimination of Blight
Amount requested: \$350,000

Agency Description:

This program would be operated by the City of Hayward's Neighborhood and Economic Development Department.

Summary of Proposed Project:

The City of Hayward would like to acquire 913 – B Street in the downtown so that it may be resold to a buyer who would seismically retrofit the building and restore it to its appropriate use. This is the only building of the 79 buildings in the 1989 Hazardous Building List that has not been seismically retrofitted. The building has been vacant since 1994 and in its deteriorated condition it has become a hazard to the community.

Previous CDBG Funding Awarded to Applicant:

Project Funded	Amount	Fiscal Year
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N/A

Citizens Advisory Commission Recommendation and Comments: The CAC recommends this project be allocated the requested amount.	\$ 350,000
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CED Staff Recommendation and Comments: This building is the most blighted building on B Street and a hazard to the community. The staff concurs with the CAC's recommendation. The proceeds of the sale of the building would become CDBG program income, to be reallocated in the next program year.	\$ 350,000
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**ACTION PLAN
NON-HOME FUNDS
FY2004**

CITY OF HAYWARD

***ALAMEDA COUNTY
HOME CONSORTIUM***

Executive Summary

INTRODUCTION

The City of Hayward addresses housing and community development needs through the implementation of a variety of programs and projects supported by federal, state and local resources. The FY 2004-05 Action Plan presents the specific programs and projects that implement the goals and objectives of the City of Hayward's five-year Consolidated Plan. The Consolidated Plan is comprehensive review of the City's housing and community development characteristics and needs, an inventory of resources available to meet those needs, a five-year strategy for the use of those resources, and a one-year action plan (updated annually) that presents the specific activities which implement the five-year strategy.

SUMMARY OF HOUSING AND COMMUNITY DEVELOPMENT RESOURCES

The City of Hayward utilizes federal, state, local and non-governmental resources to address housing and community development needs. The following is a brief summary of resources that will be available to the City during FY 2004-05:

FEDERAL

- **Community Development Block Grant (CDBG):** An entitlement of \$2,087,000 and \$950,000 from program income totaling \$3,037,000.
- **HOME Investment Partnerships Program (HOME):** Approximately, \$603,000.
- **HUD Section 8 Rental Assistance Funds:** 2,069 rental certificates and vouchers in Hayward.
- **HUD Section 202/811 Program Funds:** Funds are available on a competitive basis through the HUD Section 202 program for new construction of rental housing serving seniors and through the Section 811 program for housing for disabled persons.
- **Housing Opportunities for Persons with Aids:** The Alameda County Housing and Community Development (HCD) department administers the HOPWA program for Alameda County, under contract from the City of Oakland, which receives the HOPWA entitlement from HUD. HOPWA funded activities serve all Alameda County jurisdictions.
- **Supportive Housing Program (SHP):** This HUD program implements the McKinney Act and is designed to promote the development of supportive housing and services for homeless persons. SHP funds can be used for acquisition, rehabilitation, new construction, operating costs and supportive services.

STATE

- **California Housing Finance Agency:** The California Housing Finance Agency (CHFA) provides a variety of tax-exempt bond financing for the development and preservation of affordable housing. CHFA also provides down payment and second mortgage assistance to eligible homebuyers.
- **Mortgage Revenue Bonds:** The City of Hayward may apply to the California Debt Limit Allocation Committee (CDLAC) for an allocation of tax-exempt multifamily mortgage bonds to provide financing to developers of qualified rental developments.
- **Low Income Housing Tax Credits:** Affordable housing developers can apply to the State for an allocation of tax credits to finance low-income rental housing developments. The tax credits are syndicated to raise funds for development costs.

LOCAL

- **City of Hayward General Fund:** \$350,000 for grants to nonprofit social services agencies.
- **City of Hayward Redevelopment Agency - Low and Moderate Income Housing Fund:** Tax increment set aside funds from redevelopment project areas are anticipated to generate approximately \$1.2 million in FY 2004-05.
- **Mortgage Credit Certificates:** Due to the severe cut in the MCC allocation from the California Debt Limit Advisory Committee (CDLAC), the City of Hayward anticipates issuing few MCCs during FY 2004-2005.
- **Alameda County Housing Authority Reserves:** The Housing Authority maintains a reserve that may be used for housing activities. Most of these funds are for administrative costs for public housing projects; however, an amount is set aside to develop affordable housing.

NON-GOVERNMENTAL

- **Community Reinvestment Act:** The Community Reinvestment Act (CRA) requires private banks and lenders to provide financing for a variety of community-improvement projects.

SUMMARY OF HOUSING AND COMMUNITY DEVELOPMENT ACTIVITIES

The City of Hayward coordinates a variety of activities that address the housing and community development needs and objectives presented in the FY 2000 - 2004 Consolidated Plan. The City has received applications for CDBG funding for the following activities.

AFFORDABLE HOUSING

PRIORITY: PERSERVE EXISTING AFFORDABLE RENTAL AND OWNERSHIP HOUSING FOR LOW AND MODERATE INCOME HOUSEHOLDS

APPLICANT NAME	PROJECT NAME	REQUESTED ALLOCATION
Eden Housing , Inc.	Harris Court Rehabilitation Project	\$100,000
City of Hayward	Housing Rehabilitation Loan Program	\$575,000
City Of Hayward	Minor Home Repair Program	\$300,000

PRIORITY: REDUCE HOUSING DISCRIMINATION

APPLICANT NAME	PROJECT NAME	REQUESTED ALLOCATION
Eden Council for Hope and Opportunity (ECHO) Housing	Fair Housing and Landlord-Tenant Mediation Services	\$129,760

HOMELESS NEEDS

PRIORITY: MAINTAIN AND IMPROVE THE CURRENT CAPACITY OF THE HOUSING AND SHELTER SYSTEM, EXPAND TRANSITIONAL AND PERMENANT SUPPORTIVE HOUSING.

APPLICANT NAME	PROJECT NAME	REQUESTED ALLOCATION
Emergency Shelter Program (ESP)	Homeless Shelter for Women and Children Kitchen and Bathroom Remodel, and Carpet Replacement	\$ 96,000

HOMELESS NEEDS, continued:

PRIORITY: MAINTAIN, IMPROVE AND EXPAND SERVICES FOR HOMELESS INDIVIDUALS AND FAMILIES INCLUDING INTEGRATED HEALTH CARE, EMPLOYMENT SERVICES AND OTHER SUPPORTIVE SERVICES

APPLICANT NAME	PROJECT NAME	REQUESTED ALLOCATION
Eden Information and Referral (Eden I & R)	Roving Housing Resource Program for Hayward Homeless Shelter Clients	\$35,000
Alameda County Community Food Bank	Food Distribution to Hayward Homeless Shelters	\$30,000
Emergency Shelter Program (ESP)	Children's Services at ESP's Family Shelter	\$47,028
Family Emergency Shelter Coalition (FESCO)	Case Management Services for Shelter Clients	\$35,000
Human Outreach Agency (HOA)	Weekend and Overnight Program Staff for Single Men's Homeless Shelter	\$40,000

PRIORITY: INCREASE AND EXPAND ACTIVITIES DESIGNED TO PREVENT THOSE CURRENTLY HOUSED FROM BECOMING HOMELESS

APPLICANT NAME	PROJECT NAME	REQUESTED ALLOCATION
Eden Council for Hope and Opportunity (ECHO) Housing	Rental Assistance Program (RAP)	\$22,490

SUPPORTIVE HOUSING NEEDS

PRIORITY: INCREASE THE AVAILABILITY OF SERVICE-ORIENTED HOUSING FOR PERSONS WITH SPECIAL NEEDS

APPLICANT NAME	PROJECT NAME	REQUESTED ALLOCATION
Early Adolescent Sobriety Treatment Bettors a Youth (E.A.S.T.B.A.Y.)	Facility Acquisition for Startup Adolescent Residential Drug Treatment Program	\$200,000
Shelter Against Violent Environments (Save)	Weekend and Overnight Program Staff for W.I.N.G.S. Transitional Housing Program for Women and Children who are Survivors of Domestic Violence	\$66,000
Women on the Way	ADA Accessibility Improvements to Residential Drug and Alcohol Treatment Facility for Women in Recovery	\$20,000

COMMUNITY DEVELOPMENT (NON - HOUSING) NEEDS

PRIORITY: NEIGHBORHOOD AND FACILITIES IMPROVEMENTS

APPLICANT NAME	PROJECT NAME	REQUESTED ALLOCATION
Community Resources for Independent Living (CRIL)	ADA Accessibility Improvements to Interior of Service Agency	\$35,325
Hayward Area Recreation and Park District (HARD)	Re-grade and Replace Turf and Irrigation System at Sunset Community Sports Field	\$522,300
Hayward Community Gardens	Purchase of Seedling Hothouse	\$8,000
Salvation Army	Rehabilitation of "A" Street Facility	\$200,000

COMMUNITY DEVELOPMENT (NON - HOUSING) NEEDS, continued:

PRIORITY: PUBLIC SERVICES

APPLICANT NAME	PROJECT NAME	REQUESTED ALLOCATION
Family Violence Law Center (FVLC)	Legal Counseling, Crises Counseling and Overnight/Weekend Emergency Shelter for Women and their Families who are Subject to Family Violence	\$60,000
Hayward Community Gardens	Operational Support for Community Garden Project	\$23,885
La Familia Counseling Services (Fuller Avenue Site)	Housing Case Management Services	\$52,321
Community Resources for Independent Living (CRIL)	Housing Counseling Services for Persons with Disabilities	\$48,500

PRIORITY: COMMUNITY DEVELOPMENT NEEDS - ECONOMIC DEVELOPMENT

APPLICANT NAME	PROJECT NAME	REQUESTED ALLOCATION
City Of Hayward	Small Business Revolving Loan Program	\$200,000
City Of Hayward	Commercial Rehabilitation/ Elimination of Blight - Acquisition of 913 "B" Street	\$350,000

The City also plans to undertake activities addressing Barriers to Affordable Housing, Institutional Structure and Public/Private Coordination during FY 2004-05.

PART I. RESOURCES

This section provides a description of the federal, state, local governmental and non-governmental resources that are available to the City of Hayward to address housing and community development needs.

FEDERAL

- **Community Development Block Grant (CDBG):** The City of Hayward receives an annual allocation of U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) funds. The CDBG program allows the City to use federal funds to address specific local housing and community development needs. For FY 2004-2005, the City of Hayward anticipates receiving an entitlement of approximately \$2,087,000 and approximately \$950,000 from program income.
- **HOME Investment Partnerships Program (HOME):** The City of Hayward receives funding from the HOME Investment Partnership through its participation in the Alameda County HOME Consortium. HOME funds can be used to acquire, rehabilitate, finance and construct affordable housing. For FY 2004-2005, the City of Hayward anticipates receiving approximately \$603,000.
- **HUD Section 8 Rental Assistance Funds:** Section 8 is a federally funded, locally administered rental assistance program for low-income families, senior citizens, and the disabled. The Alameda County Housing Authority administers the HUD Section 8 rental subsidy program for most Alameda County jurisdictions including the City of Hayward. As of February 2004 the Housing Authority manages an allocation of approximately 2,069 rental certificates and vouchers in the City of Hayward.
- **HUD Section 202/811 Program Funds:** Funds are available on a competitive basis through the HUD Section 202 program for new construction of rental housing serving seniors and through the Section 811 program for housing for disabled persons.
- **Housing Opportunities for Persons with AIDS:** HUD makes funding available through the Housing Opportunities for Persons with AIDS (HOPWA) program for a variety of housing and supportive services activities for persons living with HIV and AIDS. The Alameda County Housing and Community Development (HCD) department administers the HOPWA program for Alameda County, under contract from the City of Oakland, which receives the HOPWA entitlement from HUD. HOPWA funded activities serve all Alameda County jurisdictions.
- **Supportive Housing Program (SHP):** This HUD program implements the McKinney Act and is designed to promote the development of supportive housing and services for homeless persons. SHP funds can be used for acquisition, rehabilitation, new construction, operating costs and supportive services.

STATE

- **California Housing Finance Agency:** The California Housing Finance Agency (CHFA) provides a variety of tax-exempt bond financing for the development and preservation of affordable housing. CHFA also provides loan assistance to eligible homebuyers.
- **Mortgage Revenue Bonds:** The City of Hayward may apply to the California Debt Limit Allocation Committee (CDLAC) for an allocation of mortgage bond authority to provide financing to developers of qualified rental developments.
- **Low Income Housing Tax Credits:** Affordable housing developers can apply to the State for an allocation of tax credits to finance low-income rental housing developments. The tax credits are syndicated to raise funds for development costs.

LOCAL

- **City of Hayward General Fund:** The City of Hayward makes grants available on an annual basis to local non-profit and public social service agencies that address the social service needs of low-income Hayward residents. In FY 2004-05 a total of \$350,000 will be made available for this purpose.
- **City of Hayward Redevelopment Agency - Low and Moderate Income Housing Fund:** The City of Hayward Redevelopment Agency is authorized to use tax-increment financing to fund redevelopment projects in specific target areas. California State redevelopment law mandates that 20% of the tax-increment revenue generated by these projects must be set-aside to fund affordable housing. Increases in tax revenue in redevelopment project areas are anticipated to generate approximately \$1.2 Million for affordable housing during FY 2004-2005.
- **Mortgage Credit Certificates:** The City of Hayward participates in the Alameda County Mortgage Credit Certificates (MCC) Program. The MCC Program provides additional federal income tax relief to moderate-income first-time homebuyers. Due to the severe cut in the MCC allocation from the California Debt Limit Advisory Committee (CDLAC), the City of Hayward anticipates issuing few MCCs during FY 2004-2005.
- **Alameda County Housing Authority Reserves:** The Housing Authority maintains a reserve that may be used for housing activities. Most of these funds are for administrative costs for public housing projects; however, an amount is set aside to develop affordable housing.

NON -GOVERNMENTAL

- **Community Reinvestment Act:** The Community Reinvestment Act (CRA) requires private banks and lenders to provide financing for a variety of community-improvement projects. The City of Hayward works with private lenders in order to provide favorable terms for mortgages to first-time homebuyers. Private lenders may also provide special financing for affordable rental projects and loans for small businesses. The CRA places a responsibility on financial institutions to address the credit needs of low-income families.

LEVERAGING PLAN

The City of Hayward will utilize all appropriate state and federal funding sources that may support activities implementing the objectives presented in the 5-year Consolidated Plan. Federal funds will be leveraged with locally generated housing funds and other public or private housing and community development resources.

MATCHING PLAN

Some federal programs, such as the HOME Program, require that participating jurisdictions match federal funding with funds from non-federal sources. In the case of the HOME Program, the City will utilize local resources such as the Low and Moderate Income Housing Fund and private sector financing to meet federal matching funds requirements.

PUBLICLY OWNED LAND

The City of Hayward does not anticipate using any publicly-owned land for development of affordable housing this year.

PART II. ACTIVITIES TO BE UNDERTAKEN

INTRODUCTION

This section of the City of Hayward Action Plan includes the proposed activities for FY 2004-2005 to be undertaken by the City of Hayward. This section of the Action Plan includes the programs and activities that the City of Hayward will carry out to implement its Housing and Community Development Strategic Plan during the next fiscal year. The Strategic Plan is the five-year plan for fiscal years 2000 through 2004, included in the Five-Year Consolidated Plan, adopted in May 2000.

The central piece of this section is the Consolidated Plan "Proposed Projects" table. Please refer to these tables for a description of individual activities to be funded with FY 2004-2005 Community Development Block Grant (CDBG) funding. This section also includes a description of how the jurisdiction will ensure geographic distribution of its resources, the process by which assistance will be distributed in the case that an activity location is currently unknown (e.g., residential rehabilitation programs), activities benefiting homeless and other special needs populations, and other local or state programs being used to further the jurisdiction's housing and community development goals.

Activities undertaken with federal HOME Investment Partnership Program (HOME) funds are described separately in the Alameda County HOME Consortium Action Plan.

Priority: Increase the availability of affordable rental housing for low and moderate income households.

- **Objective 1:** Support the availability of affordable rental housing, including "opt-out" projects, in response to requests for the acquisition and rehabilitation of existing units where an appropriate percentage have affordability restrictions. Any development that may occur pursuant to these policies must also conform to the City's Design Guidelines.
- **Objective 2:** Reduce discrimination against Section 8 Voucher holders by requiring property managers not to discriminate against Section 8 households in the City's Mortgage Bond-financed developments if they meet credit standards and have good references from previous landlords.

Priority: Preserve existing affordable rental and ownership housing for low and moderate income households.

- **Objective 1:** Preserve existing single-family housing stock occupied by lower-income households by rehabilitating single-family owner-occupied homes and mobile homes.

- **Objective 2:** The City will continue to implement an interdepartmental program to abate “nuisance” properties.
- **Objective 3:** Preserve existing multi-family housing stock occupied by lower, moderate and middle-income households by having substandard units rehabilitated.
- **Objective 4:** The City will monitor units which are affordable and at risk of local, state or federal subsidy termination.
- **Objective 5:** The Redevelopment Agency will replenish the housing stock on a one-for-one basis for any existing housing units which are lost as a direct result of Redevelopment Agency actions.

Priority: Assist low and moderate income first time home buyers.

- **Objective 1:** The City will continue to participate in the federal Mortgage Credit Certificate (MCC) Program administered by the Alameda County Housing and Community Development Department.
- **Objective 2:** The City will continue to provide assistance to moderate-income first-time home buyers in the form of direct financial assistance.
- **Objective 3:** The City will provide assistance to all first-time home buyers through the provision of information, education/workshops and/or referral services regarding the home buying process.

Priority: Reduce housing discrimination.

- **Objective 1:** The City of Hayward will fund services to reduce housing discrimination. Funding will be provided by the CDBG program.

Priority: Maintain and improve the current capacity of the housing and shelter system, expand transitional and permanent supportive housing.

- **Objective 1:** In cooperation with other localities, the City will provide funds to rehabilitate emergency shelters and transitional housing as the need arises.
- **Objective 2:** The City will support the efforts of the Continuum of Care to obtain funds to increase the stock of transitional housing and permanent supportive housing in Alameda County. Specific projects will be evaluated on a case-by-case basis in terms of program design and appropriateness of staffing to meet the needs of the population to be served.

Priority: Increase and expand activities designed to prevent those currently housed from becoming homeless.

- **Objective 1:** The City will continue to fund activities that help families who currently have housing to not become homeless. Examples of such activities are ECHO's Rental Assistance Program and landlord-tenant counseling.

Priority: Maintain, improve and expand services for homeless individuals and families including integrated health care, employment services and other supportive services.

- **Objective 1:** The City will work with interagency and interjurisdictional organizations to seek funds for homeless services and to encourage health care, job training and social services agencies to include the homeless in their provision of services.

Priority: Build on interjurisdictional cooperation and further coordination and improvement of the homeless "Continuum of Care" system.

- **Objective 1:** Continue participation in the Alameda County Continuum of Care Council.

Priority: Increase the availability of service-enriched housing for persons with special needs.

- **Objective 1:** The City will participate with other jurisdictions to jointly fund service-enriched special needs projects that serve Hayward residents.

Priority: Community Development Needs - Neighborhood Facilities and Improvements

- **Objective 1:** The City will support the construction and/or rehabilitation of well-designed neighborhood facility projects that meet the communities needs. Facilities providing child care and other youth services will receive priority.

Priority: Community Development Needs - Public Services

- **Objective 1:** The City may allocate up to 15% of its CDBG funds to public services. The City also anticipates continued support of public services through the Social Services Program by allocating General Fund monies for grants to social services programs and funds for program administration.

Priority: Community Development Need - Economic Development

- **Objective 1:** Continue to provide small business loans through the City's Revolving Loan Program.
- **Objective 2:** Provide neighborhood economic development revitalization services.
- **Objective 3:** Increase the number of permanent jobs available to lower income Hayward residents by increasing business attraction, retention and expansion activities.

GEOGRAPHIC DISTRIBUTION

Most CDBG-funded activities are available throughout the City except for certain designated programs or projects that serve specific Hayward neighborhoods. The geographic areas served by each program or projects are described in the previous section and in the Proposed Projects Table, which will be included in the final draft Action Plan.

ACTIVITY LOCATIONS

For many programs using CDBG funds, such as residential or business rehabilitation, the exact location of the activity is not determined prior to funding the program as a whole. Pursuant to the Final Rule for the CDBG Program, the Action Plan must identify who may apply for assistance, the process by which the grantee will select those to receive assistance, and how much and under what terms the assistance will be given.

The City of Hayward administers the following residential rehabilitation programs throughout the City:

- The Housing Conservation Loan Program (HCLP): The HCLP provides long-term low-interest loans to lower-income homeowners to correct housing code deficiencies and general property improvements. Accessibility repairs/removing architectural barriers are provided to lower-income homeowners through a deferred low interest loan and to investors, for lower-income tenants, through accessibility grants.
- The Minor Home Repair (MHR) Program: The MHR Program provides grants up to \$2,000 to lower-income senior and disabled homeowners to fund minor repairs to houses and mobile homes in the City.

Assistance from these programs is provided citywide; however, clients' incomes must not exceed program limits. For these programs, income, property location within the boundaries of the City of

Hayward, and the type and extent of rehabilitation work are checked to determine the applicant's eligibility, and the type of financing to be provided.

The City of Hayward administers the following small business and commercial rehabilitation programs:

- **The Small Business Revolving Loan Fund Program (RLF):** The RLF Program provides gap financing and staff assistance to small businesses throughout the City in order to facilitate access to and leverage with private sector funds. The program was designed to promote neighborhood economic revitalization, business expansion and retention, and employment opportunities for Hayward residents. Currently, the City of Hayward Small Business Revolving Loan Program offers loans to small businesses for facade improvements, working capital, equipment purchase, and acquisition and rehabilitation of commercial and industrial property. These loans are in the form of "gap financing" to stimulate business development and expansion. Businesses are required to obtain commercial bank financing wherever possible, with the City providing the minimum amount necessary to make the project work. In June 1993, City Council expanded to program to include the retrofit of seismically unsafe unreinforced masonry buildings in the Downtown Redevelopment Area.
- **Downtown Façade Rebate Program:** This program provides rebates to property owners in the Downtown redevelopment area who recover awnings, eliminate old signs, install new signs and make other related improvements.

HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES

Implementation of the Countywide Homeless Continuum of Care Plan

The Continuum of Care Council continues to be guided by the *County-wide Homeless Continuum of Care Plan*, completed in 1997. The Plan identified gaps in the service delivery system and is intended to link homeless policies and plans in each of the three HOME jurisdictions in Alameda County: Berkeley, Oakland and the Alameda County HOME Consortium. A comprehensive, year-long community wide process of identifying and prioritizing continuum-wide goals and outcomes culminated in the creation of a Continuum of Care Full Council Workplan in March 2001. This Workplan has guided the activities of all the Continuum of Care Council's committees and has led to the creation of Consumer Rights Standards, assessment and implementation of Health, Safety, and Accessibility Standards for shelters, and advocacy for retaining and expanding critical support services and housing.

Goals for FY 2004-05 include:

- Continued provision and expansion of housing and services for homeless clients;
- Coordination of the annual McKinney/Vento application process;
- Increased quality of shelter provision through improving compliance with Health, Safety and Accessibility Standards of Service for Emergency Shelter Facilities;
- Continued partnership with private funding sources supporting the activities of the Continuum of Care;
- Integrated data collection through both the procurement and implementation of a county-wide Homeless Management Information System (HMIS) for community-based service providers, and data sharing and analysis with mainstream, public service providers;
- Continued support and encouragement for federal, state, and local programs and policies benefiting homeless and low-income persons;
- Expanded evaluation of homeless programs through the utilization standardized client satisfaction surveys and other client feedback mechanisms;
- Evaluation of the county-wide homeless service system through the creation, incorporation, and monitoring of continuum-wide outcome measures;
- Coordinating and authoring an updated Continuum of Care Plan, based on the data collected from this year's homeless count survey research effort;
- Improved knowledge and responsiveness of homeless service provider staff through implementation of county-wide skills and resource training;
- Development and adoption of case management standards of service for all homeless service providers; and
- Development of additional eviction prevention resources.

The following programs administered by Alameda County Housing and Community Development Department (HCD) serve regional homeless and special needs populations in the Alameda County HOME Consortium jurisdictions including the Urban County. Discussion of these programs can be found in the Urban County chapter of the Action Plan.

- Housing Opportunities for People With AIDS (HOPWA)
- McKinney/Vento Homeless Assistance: Shelter Plus Care
- McKinney/Vento Homeless Assistance: Transitional and Permanent Housing
- Economic Development Initiative
- Alameda County Base Conversion Collaborative

PART III. OTHER ACTIONS

BARRIERS TO AFFORDABLE HOUSING

Many factors inhibit the development of affordable housing in Hayward including the high cost of financing affordable housing projects, and difficulty developing community support. The City of Hayward will actively seek to address these barriers.

- **Cost of Land and Development Fees:** Hayward's development fees are in the middle to lower-middle range when compared with other cities in Alameda County and are not an impediment to the development of affordable housing. Land prices have increased in Hayward during the last several years. However, these prices are lower than land costs in cities to the east and south and comparable to cities to the north and are not an impediment to the development of affordable housing.
- **The Permit Process:** The City of Hayward continues to streamline the development approval process. The time to process permits has been reduced by at least 40% for most major permit types. In addition, the City purchased and utilizes a computer-based development process tracking system that makes information available to customers on the Internet. The City offers pre-application and code assistance meetings to respond to developer questions about the permit process prior to application submittal. By answering these questions early in the development process, development applications are processed quicker and with fewer requests from the City for revisions. The permit process is not a barrier to the development of affordable housing.
- **Design Standards:** The City requires that all new and rehabilitated housing developments, whether market-rate or affordable, meet design standards and have an appropriate number of parking spaces. These design standards also seek to ensure the health and safety of the developments occupants. These standards are not a barrier to the development of affordable housing. In actuality, requiring affordable housing developments to meet the design standards helps community acceptance of these projects since they often appear the same, if not better, than many market-rate developments.

LEAD-BASED PAINT HAZARD REDUCTION

According to the Alameda County Lead Abatement Program, Hayward has approximately 34,700 pre-1978 housing units. These units may contain lead-based paint. In accordance with the HUD/EPA regulations, City rehabilitation staff has received their certification as Lead Supervisors. The City in coordination with Alameda County has requested and received a temporary waiver of the lead regulations due to the fact that there is an inadequate supply of lead-certified contractors in Alameda County. City and County staff are working together to develop programs and incentives to expand the pool of certified contractors.

City staff will implement the lead regulations affecting property rehabilitation with CDBG funds. The Minor Home Repair Program is being revised to implement the requirements for projects with hard costs of under \$5,000. The Housing Conservation Loan Program is being restructured to incorporate the regulations for construction projects between \$5,000 and \$25,000 dollars. The CDBG-funded first time home buyer program is being discontinued due to the costs of implementing lead-based paint regulations and the fact that the homeowner cannot live in the home until after the mandated lead abatement is completed.

ANTI-POVERTY STRATEGY

The City's anti-poverty strategy is to partner with other agencies whose focus is improving opportunities for low-income families, youth, single adults and persons with disabilities who need shelter, prevention and intervention activities to improve their lives. The City is a partner with other public, private and non-profit organizations in creating innovative programs to meet these needs, including:

- Hayward Area Park and Recreation District (HARD) and Hayward Unified School District (HUSD) - Youth Enrichment Program (YEP)
- South Hayward Neighborhood Collaborative: Some of the current programs offered through the Collaborative include: The Institute for Success, The Employment Journey, The Family Support Center, Respite Child Care, Health Start, Economic and Community Development Committee.
- Hayward Coalition for Youth
- Senior Services Coalition of Alameda County
- Alameda County Service-Learning Partnership
- ACCESS One Stop Career Center
- Economic Development Alliance for Business (EDAB)
- Alameda County Continuum of Care
- Alameda County Workforce Investment Board (WIB)
- Alameda County Transportation Improvement Authority (ACTIA)

INSTITUTIONAL STRUCTURE

The City of Hayward will implement housing and community development programs within a structure that includes various public and private agencies and community-based organizations. The following provides a brief summary of the institutional structure.

Federal Agencies

- U.S. Department of Housing and Urban Development (HUD) - The City works with HUD through its participation in the Community Development Block Grant and HOME Investment Partnership programs.

State Agencies

- State of California Department of Housing and Community Development (HCD) - The City works with the State HCD during the preparation and approval of the Housing Element.
- California Housing Finance Agency (CHFA) - This State agency provides financing for affordable housing through its ability to issue mortgage-revenue bonds.
- California State Treasurer's Office - California Debt Limit Allocation Committee (CDLAC), Allocates California's \$1.6 billion in annual tax-exempt, low cost financing for private projects of public benefit. California Tax Credit Allocation Committee (TCAC) - Administers a federal and state program, which provides hundreds of millions of dollars of investment in affordable rental housing for lower-income families and individuals.

Regional Agencies

- Association of Bay Area Governments (ABAG) - Its locally adopted Regional Plan provides a policy guide for planning the region's housing, economic development, environmental quality, transportation, recreation, and health and safety.

County Agencies

- Alameda County Housing and Community Development (HCD) Program: The County HCD is the lead agency for the Alameda County HOME Consortium and other County-sponsored housing and community development programs.
- Housing Authority of Alameda County: The Housing Authority administers several housing programs that assist low and moderate-income households and those with special needs.
- Alameda County Transportation Improvement Authority (ACTIA): ACTIA governs the use of County sales tax revenues that are designated for transportation related projects and services including paratransit (special transportation) services for older adults and persons with disabilities.

Local Agencies

- City of Hayward, Department of Community and Economic Development (CED): CED is comprised of current and long-range planning, building inspection, redevelopment and community development. The Neighborhood and Economic Development Division is responsible for planning, supporting and implementing the City's housing, social service and community development programs as well as preparing the City's housing policy documents including the Housing Element, Redevelopment Project Implementation Plan (housing component), and the Consolidated Plan.
- City of Hayward, Police Department: The Hayward Police Department includes the Investigation Division which has the primary responsibility of coordination and management of all criminal investigations. The Department also houses the Youth and Family Services Bureau which provides short-term mental health intervention and support services to youth who are in trouble with the law, and their families.

Nonprofit Agencies

- Nonprofit agencies: Private nonprofit agencies provide critical social services to Hayward residents. Agencies have historically assisted the City by operating programs that address housing and community development needs including expanding the supply of affordable housing, providing emergency housing and/or transitional housing and meeting special (homeless and non-homeless) housing needs and support services.

PUBLIC/PRIVATE COORDINATION

The City of Hayward encourages the coordination of housing and community development activities conducted by City departments as well as non-City agencies. The City's social services and CDBG funding processes promote collaboration and coordination between social service agencies to reduce duplication of services and maximize the use of public funding sources.

PUBLIC HOUSING IMPROVEMENTS AND RESIDENT INITIATIVES

The City does not anticipate performing any activities to promote such initiatives because there are no public housing units administered by the City of Hayward.

PART IV. MONITORING STANDARDS AND PROCEDURES

City of Hayward Department of Community and Economic Development staff will monitor the progress of all CDBG-funded activities. Monitoring activities will include, but not be limited to:

- Determining contractual compliance with programmatic performance objectives;
- Examining procedures and records to determine compliance with financial and fiscal requirements;
- Developing quarterly program performance reports for the Citizens Advisory Commission;
- Developing quarterly fiscal reports for the Citizens Advisory Commission;
- Auditing each claim for payment to ensure compliance with HUD and City requirements;
- Evaluating housing and community development priorities on an annual basis;
- Coordinating monitoring activities conducted by the regional HUD field office.

The City will also comply with all statutory and regulatory requirements of each federal program from which the City receives funding. These include, but are not limited to:

- The National Environmental Policy Act;
- Fair Housing and Equal Opportunity;
- Affirmative Marketing;
- Accessibility;
- Section 3 of the Housing and Urban Development Act of 1968;
- Minority/Women's Business Enterprise outreach, labor requirements;
- Davis Bacon prevailing wage requirements;
- Contracting and procurement practices;
- The Lead-based Paint Poisoning Prevention Act;
- The Uniform Relocation Act.

(To be included with final draft).

[Generate and Insert Summary of Objectives Chart.]

[Generate and insert Support of Applications by Other Entities Report@ in 2020 Program Software.]

[Generate and insert Funding Sources@ table in 2020 program.]

[Insert output pages of “Proposed Projects” table.]

[Insert Certifications,
www.hud.gov/offices/cpd/about/conplan/conplancertifications.pdf

[Include only: General, Specific CDBG, Specific HOME, Appendix.]

**U.S. Department of Housing and Urban Development
 CPD Consolidated Plan System
 Support of Applications by Other Entities Report**

Funding Source	Support Application by Other Entities?
A. Formula/Entitlement Programs	
ESG	Y
Public Housing Comprehensive Grant	N
B. Competitive Programs	
HOPE 1	N
HOPE 2	Y
HOPE 3	Y
ESG	Y
Supportive Housing	Y
HOPWA	Y
Safe Havens	Y
Rural Homeless Housing	N
Sec. 202 Elderly	Y
Sec. 811 Handicapped	Y
Moderate Rehab SRO	Y
Rental Vouchers	Y
Rental Certificates	Y
Public Housing Development	N
Public Housing MROP	N
Public Housing CIAP	N
LIHTC	Y

ATTACHMENTS

(To be included with final draft)

- Proposed Projects Table
- General Certifications
- Specific CDBG Certifications
- Specific Home Certifications
- Appendix To Certifications

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

**RESOLUTION APPROVING THE ANNUAL PLAN
AND AUTHORIZING AN APPLICATION FOR FEDERAL
ASSISTANCE UNDER THE COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM FOR FISCAL YEAR 2004-2005**

WHEREAS, the Housing and Community Development Act of 1974 makes funds available to qualified cities for certain community development activities; and

WHEREAS, the City of Hayward is qualified to receive certain funds pursuant to said act; and

WHEREAS, the City Council has considered the Community Development Block Grant Program recommendations prepared by staff and the Citizens Advisory Commission as well as public testimony thereon, a copy of which is attached hereto as Attachment "A" and hereby referred to for further particulars; and

WHEREAS, the Council has considered the environmental impact of the program and hereby finds and determines that the program is composed of projects that are categorically excluded from the National Environmental Protection Act or will be subject to later environmental review and finds and determines that the activities funded by the program are either not subject to the California Environmental Quality Act or will be subject to later environmental review.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby approves the aforesaid Community Development Block Grant Program, and authorizes the City Manager on behalf of the City of Hayward to execute and submit the required application and all implementing documents in connection therewith.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2004

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward