

City of Rancho Cordova

Draft - 2021 Annual Action Plan

Community Development Block Grant

Executive Summary

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

1. Introduction

The City of Rancho Cordova (City) is located in Sacramento County (County), California, and lies approximately 13 miles east of the State's capital city, Sacramento. Rancho Cordova was incorporated in 2003 and has a population of approximately 74,585 people as of 2018 (2018 ACS Population Estimates). The City became a US Department of Housing and Urban Development (HUD) entitlement jurisdiction in 2006 and currently receives one HUD-funded grant through entitlement, the Community Development Block Grant (CDBG). In 2017, the City became part of the Sacramento County HOME Consortium whereby Sacramento County, as lead agency, became administrator of the City's annual HOME grant allocation.

Every five years, HUD requires that entitlement jurisdictions create a five-year plan, known as the Consolidated Plan, which outlines the use of CDBG, HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and other housing and community focused funding provided by HUD. Each year of the five-year Consolidated Plan, the jurisdiction must create an Annual Action Plan, which serves as a one-year plan for the City's CDBG program to help address community development and low- and moderate-income community needs.

As of January 1, 2020, the City has aligned its Consolidated Plan cycle with the County's five-year Consolidated Plan cycle—meaning that the City will share its CDBG program cycle with the County from January 1, 2020, to December 31, 2024. In aligning the CDBG program cycle with the County's, the City has changed the start and end dates of its CDBG program year; this means that as of January 1, 2020, the City will begin its CDBG program year on January 1 and end on December 31 of each program year. Prior to 2020, the City's program year spanned from July 1 to June 30 of each CDBG program year. These changes were required by HUD in an effort to create an opportunity for jurisdictions to take a more regional and collaborative approach to meeting their affordable housing and community development needs. By syncing its Consolidated Plan with the County's, the City's previous five-year plan was shortened one program year, from five to four program years.

This 2021 Annual Action Plan covers January 1, 2021, to December 31, 2021, the second year of the City's 2020-2024 Consolidated Plan. The City's Community Development Department is responsible for implementing both the Consolidated Plan and the Annual Action Plans.

The City anticipates receiving approximately \$600,000 for its 2021 allocation of CDBG funding from HUD. The official 2021 CDBG allocation is anticipated to be announced in spring 2021. The City plans to use a variety of funding sources to meet its housing and community development needs, including Community Enhancement Funds and other resources as they become available.

2. Summarize the objectives and outcomes identified in the Plan

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

The Needs Assessment, contained in the 2020-24 Consolidated Plan, collects and analyzes data on the housing and community development needs for residents of the City of Rancho Cordova, as well as the County as a whole. The assessment focuses especially on affordable housing, special needs housing, community development, and homelessness on a regional scale, and then presents information specific to Rancho Cordova's Non-Housing Community Development Needs (see County's HOME Consortium Consolidated Plan for detailed analysis).

The County's HOME Consortium Consolidated Plan discussed the following regional objectives and outcomes of housing needs. This information is based on an analysis of "disproportionate needs" based on HUD's housing problems tables and informed by resident input and stakeholder consultation (see County's HOME Consortium Consolidated Plan for detailed analysis):

- **Affordability:** The changes in regional home values and rents have exceeded changes in median incomes for all households, meaning that households have lost their housing "purchasing power."
- **Cost burden and severe cost burden:** This is the most common housing problem for both renter and owner households in Sacramento County.
- **Quality housing:** During outreach that was conducted in preparation of the County's Consolidated Plan, participants shared stories of poor housing conditions, including units in need of basic repairs, problems with mold, and pest infestations.
- **Overcrowding:** According to the experience of focus group participants, it is common for low-income households to live with extended family, roommates, or other friends in order to afford housing. In extreme cases, two or more households share a unit. Overcrowding is more likely to be experienced by African American residents, Hispanic residents, large family households, and residents with Limited English Proficiency than regional survey respondents overall.
- **Equity in ownership:** The homeownership rate for Black/African American households in the Sacramento region is 35 percent; for Hispanic households, 45 percent; and 67 percent for non-Hispanic white households.
- **Public housing and housing choice voucher holders:** Finding a quality unit that is within the voucher amount is challenging, particularly in a tight rental market where landlords can easily find residents without vouchers. Challenges navigating the system for obtaining affordable housing, including waitlist processes, was a topic raised frequently by participants.
- **Homelessness:** The 2019 Point in Time Count indicates that homelessness is expanding substantially and requires a new and intensified response. In interviews, stakeholders expressed the ongoing need for emergency shelters and services, but also getting people back into housing after experiencing homelessness.

- **Non-homeless special needs:** Households that include a member with a disability may experience housing challenges related to needed modifications to the home or accommodations from their housing provider. According to the resident survey, one in three (35 percent) households that include a member with a disability live in a home that does not meet the needs of the resident with a disability.

The Non-Housing Community Development Needs gathered and presented in this Needs Assessment, specific to Rancho Cordova, were collected through a community survey, consultations with local agencies, various outreach events, and a conglomeration of online data sources during the drafting of the City's 2020-24 Consolidated Plan. Through this data collection and outreach, the City estimates its housing needs for the next five-year plan period. As population size, characteristics, and needs change, public services shift to address these changes as well. The City conducted extensive outreach to residents, community leaders, community advocates, city organizations, and entities and public agencies from surrounding areas. From the feedback received from this outreach and data collection, the City shaped its priority needs for low-income and community development initiatives within Rancho Cordova. The City pulled additional data and information from various sources, such as US Census, Community Planning and Development maps, and the California Employment Development Department, to more thoroughly shape its needs for public services.

The City's CDBG program objectives and outcomes for this planning period (January 1, 2021–December 2021) are primarily directed at providing needed services for youth, individuals, and families experiencing homelessness or who are at risk for such, and seniors in the community; improving accessibility to community facilities; enhancing conditions for existing housing through code enforcement and rental housing inspections; supplying funding to Rebuilding Together Sacramento and Resources for Independent Living to give more low-income residents a chance to make health and safety related repairs to their homes; and funding projects and programs that aid in the prevention, preparation, and response to the COVID-19 pandemic. These objectives align closely with the feedback that the City received from community stakeholders and past public service program participants that were interviewed during the completion of this Plan. Please see Attachment A to view the questions and responses that were gathered during the 2021 Annual Action Plan's community engagement efforts.

Upon final City Council approval of this 2021 Annual Action Plan, the City intends to fund five public services providers who will use CDBG funds to administer seven programs, which are expected to benefit approximately 400 unduplicated individuals and 605 households in the 2021 program year. The 2021 public service providers and programs are as follows:

- (1) Folsom Cordova Community Partnership's Group Mentoring Initiative, which supports youth and improves community involvement through intensive youth mentoring.
- (2) Meals on Wheels' Senior Nutrition Services, which takes hot meals or frozen heat-and-serve meals to homebound seniors and provides lunch to seniors at the Cordova Senior Center.

(3) Boys and Girls Clubs of Greater Sacramento's Club Connect program, which will help make sure that low-income youth are able to access the resources they need to attend school during the COVID-19 pandemic. The club will supply Club Connect Kits each week to low-income youth and families that are in the most need of assistance.

(4) Resources for Independent Living's Home Modification Assistance Program, which will work in partnership with Rebuilding Together Sacramento to provide disability-related home modifications to five households in Rancho Cordova. Resources for Independent Living will identify five households with at least one member who has a disability, and who needs a disability-related home modification and who is at risk of being placed in a non-community facility without this modification; Rebuilding Together will then complete the repairs.

(5) – (7) A collaborative team has been developed between Sacramento Self-Help Housing, Rental Housing Association, and Project Sentinel to reduce housing discrimination, promote public awareness of fair housing laws and rights, and assist persons with disabilities. This team will provide a telephone hotline, tenant education and housing assistance, and mediation services for Rancho Cordova residents in a housing crisis or dispute. Sacramento Self-Help Housing will deal directly with concerns about tenant/landlord disputes, while fair housing issues will be identified and referred to Project Sentinel.

These organizations will provide three different programs for the 2021 Annual Action Plan year:

(5) Housing counseling services that provide mediation between tenants and landlords to assist low-income and very low-income renters who have a conflict with their landlord or property manager.

(6) Renter's helpline to offer housing counseling services, as well as helping to settle tenant/landlord disputes and housing discrimination cases.

(7) Renter's helpline-fair housing services to reduce housing discrimination, promote public awareness of fair housing laws and rights, and assist persons with disabilities.

The City also plans to continue to fund various capital improvement projects and programs to benefit the community:

- (1) The City will continue to fund its Rental Housing Inspection Program, in which the City Neighborhood Services Department inspects rental units in CDBG target areas to find and correct code violations in order to preserve available quality housing for the community.
- (2) The City will continue funding its Code Enforcement Program, in which City Code Enforcement officials enforce the City's code in CDBG target areas regarding issues such as blight removal and nuisance abatement.
- (3) The City plans on funding Rebuilding Together Sacramento's Critical Repair Program, which provides urgently needed repairs to homes that are primarily located in the CDBG target area.
- (4) The City funds an annual sidewalk program that removes and replaces damaged curbs, gutters, and sidewalks to meet current ADA standards in CDBG target areas.

3. Evaluation of past performance

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

The 2019 Consolidated Annual Performance and Evaluation Report (CAPER) was accepted by HUD as adequate and is available on the City's website for viewing. It should be noted that this CAPER covered a six-month period, from July 2019 to December 2019, as opposed to a full twelve-month period, due to the program year change that was authorized in November 2019.

The 2020 CAPER, for the period of January 2020–December 2020, will be submitted to HUD in March 2021 and will be made available for public review prior to its approval. The 2019 CAPER, for the shortened 2019 program year, demonstrated that the service providers met their projected outcomes.

Additionally, the City's CDBG program was audited by HUD in spring 2020. The results of this audit are still pending; however, no immediate remediations were brought to CDBG staff's attention by the City's HUD representatives.

4. Summary of Citizen Participation Process and consultation process

The City initiated several efforts aimed at conducting community outreach and facilitating citizen participation during the drafting of this 2021 Annual Action Plan.

Outreach included local newspaper announcements for meetings and hearings, which all met proper noticing requirements; publications on the City's website for upcoming CDBG activities; interviews with recipients of CDBG-funded programs (refer to Attachment A); information sharing on Twitter and Facebook to keep the public informed through social media; and a community needs workshop with local stakeholders, which was open for the public to attend.

Additionally, the City conducted multiple stakeholder consultations with local service providers to solicit professional feedback in the areas of housing, homelessness, social services, senior populations, disabled populations, youth populations, and persons living with HIV/AIDS. Please refer to the Process section (PR-10) of this plan for more information on the consultations that were completed.

The following is a timeline of the citizen participation that was conducted in preparation of the 2021 Annual Action Plan:

- On July 10, 2020, the City posted a notice at City Hall, online, and in the local newspaper of a Notice of Funding Availability (NOFA) release for 2021 CDBG funds, a community needs meeting, and a mandatory NOFA workshop (See Attachment B).
- On August 7, 2020, City staff facilitated a NOFA workshop to review scoring criteria for 2021 applications and to inform the public of the upcoming 2021 CDBG program year process (See Attachment C).

- On August 7, 2020, City staff facilitated a public meeting with local stakeholders and nonprofit organizations to obtain feedback on community needs. The general public was also invited to join this public meeting (See Attachment C).
- Between August 3 and August 28, 2020, CDBG staff conducted stakeholder consultations with various local service providers, public agencies, and nonprofits (See Attachment A).
- Between August 3 to August 28, 2020, the City conducted interviews and questionnaires with several program recipients from Rebuilding Together Sacramento and Folsom Cordova Community Partnership (See Attachment A).
- On October 2, 2020, the City released the draft Annual Action Plan for 30 days for public review and comment.
- On November 2, 2020, the City will hold a public hearing to approve the final 2021 Annual Action Plan and invited the public to comment on the plan prior to Council approval. (Attachment will be included once Plan is approved).

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5. Summary of public comments

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

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

To be updated once public comment period has ended.

7. Summary

This 2021 Annual Action Plan will work as a guide in implementing the CDBG priorities, activities, and goals for the CDBG program between January 1, 2021, and December 31, 2021. These priorities, activities, and goals were shaped by a conglomeration of community participatory feedback, area-focused demographical data collection and analysis, community stakeholder involvement, consideration of countywide goals and policies, and feedback solicited from Rancho Cordova's City Council.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	RANCHO CORDOVA	Community Development Department - Housing Division
HOME Consortium Administrator	COUNTY OF SACRAMENTO (Administered through Sacramento Housing and Redevelopment Agency)	SHRA - Development Department/Finance

Table 1 – Responsible Agencies

Narrative

The City of Rancho Cordova’s Community Development Department currently serves as the lead agency for overseeing and implementing the Consolidated Plan process as well as administering CDBG funds. The Community Development Department was initiated in 2015, and includes the Planning Department, Building and Safety Department, and the Housing Division, which manages the City’s CDBG funds. The CDBG program was managed by the Housing Division under the Economic Development Department prior to 2015.

For the HOME Consortium, the County of Sacramento is the lead agency and delegates administrative responsibilities to a County agency called the Sacramento Housing and Redevelopment Agency (SHRA).

Consolidated Plan Public Contact Information

City of Rancho Cordova
Community Development Department
2729 Prospect Park Drive
Rancho Cordova, CA 95670
(916) 851-8700

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

1. Introduction

The City of Rancho Cordova (City) consulted with several local service providers and public agencies to help identify local needs and evaluate opportunities for partnership and improved coordination for the 2021 Annual Action Plan (See Attachment A). The City also invited public comment through a 30-day public comment period and a public hearing for the approval of the final Annual Action Plan. The following sections will discuss the consultation process, the public comment process, and the planned coordination efforts for the next 2021 Annual Action Plan cycle.

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

The City's Housing Division is striving to improve the City's affordable housing stock and continues to improve coordination for initiatives aimed at increasing the supply of affordable housing in the region. Recently, the City has focused its efforts through various programs to renovate existing structures and build new affordable units for families, senior citizens, and disabled individuals.

The City has been working with Mercy Housing, the Veterans Resource Center of America, and Mogavero Architects to plan and design Mather Veterans Village, a three-phase transitional and permanent supportive housing development that serves disabled homeless veterans. Located in close proximity to the Sacramento Veterans Affairs (VA) Medical Center, Mather Veterans Village helps fulfill the large need for service-supported housing for low-income disabled veterans in the Northern California region. The project is co-sponsored by the City of Rancho Cordova, Sacramento County, and the Sacramento VA Medical Center.

Mather Veterans Village is intended to provide a service-rich living environment and will be designed to promote a community-oriented feel for veterans. Features include a group dining area, courtyards, and classrooms. The project's first and third phases are now complete and include a total of 100 permanent supportive housing units, as well as a community space. Phase 2 consists of 60 transitional housing beds and is scheduled for occupancy in October 2020.

The City's Homeless Outreach Team (HOT) is one of the ways in which the City helps to connect homeless individuals and at-risk homeless individuals with needed services. HOT is composed of two officers, code enforcement and the City's Homeless Navigator. The team builds relationships with homeless individuals and families to assist them in finding services, education, and resources to help them become self-sufficient.

The City also cooperates with the SHRA in ensuring that public and voucher-supported housing in the City is safe, habitable, and fully occupied whenever possible. Other collaborative partners include Sacramento Self-Help Housing, which works with the City, mental and general health providers, and

other service agencies to help households in need find suitable housing. The City regularly looks for opportunities to improve communication and connect service providers and housing providers to help leverage services, reduce service burden due to repeat clientele, and ensure that persons with housing and service needs are directed to the correct providers.

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

Sacramento Steps Forward is the nonprofit group that manages the regional Continuum of Care. The City cooperates with Sacramento Steps Forward whenever possible, including providing support at County Board of Supervisors meetings and promptly responding to requests for data, and through ongoing participation in the public Continuum of Care discussions. The location of the Mather Veterans Hospital and the Veterans Village housing project, and availability of other services for veterans, such as Stand Down (which provides critical life services to homeless veterans) and the Veterans Resource Centers of America, all make the City of Rancho Cordova an ideal partner in addressing the problems facing homeless veterans. Additionally, the City's lead CDBG program staff is a member of the Continuum of Care and coordinates the City's CDBG housing and community development efforts to be aligned with the Continuum's most recent updates and goals.

The City also partners with the Child Protective Services Division and the Senior and Adult Services Division of the Sacramento County Department of Child, Family and Adult Services, including providing on-site workspace for a child welfare worker in the City Police Department offices. The Folsom Cordova Unified School District and the Child Protective Services Division assist in identifying homeless families. Sacramento Self-Help Housing, along with other services provided through the Continuum of Care, helps identify housing resources. The City has engaged in several cross-agency and cross-skill set team-building and problem-solving efforts to improve communication and identify opportunities to connect people with the available services as efficiently as possible.

Finally, the Rancho Cordova Homeless Assistance Resource Team (HART) continues to work with Sacramento Self-Help Housing to specifically address the problem of homelessness in Rancho Cordova. Most homeless resources and assistance groups are either located in the City of Sacramento or clustered in distant parts of Sacramento County. Homeless people in Rancho Cordova must first find transportation in order to have access to these resources. HART is working to bring more resources into the Rancho Cordova community to address homelessness where it is happening.

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

Sacramento Steps Forward administers both the Continuum of Care and the Homeless Management Information System (HMIS); Sacramento County manages the available Emergency Shelter Grant (ESG) funds for the Sacramento region. The City is currently working with the County on the future of the Mather Community Campus, located adjacent to the new Mather Veterans Village project (which provides permanent supportive housing and transitional beds), and there are plans to continue leveraging both programs to help meet the full range of needs in the community.

The City is also working with the Continuum of Care to provide funding for the Mather Veterans Village project to help maximize affordability to homeless veterans. The City has provided letters of support, as well as funding, and is available for technical assistance in maintaining and improving the policies and procedures for managing the HMIS.

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

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Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	VOLUNTEERS OF AMERICA
	Agency/Group/Organization Type	Services - Housing Services - Elderly Persons Services - Persons with Disabilities Services - Homeless Services - Employment
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Needs - Veterans Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization was called and emailed. They completed a written response. The City has worked with the VOA for several years in support of the Mather Community Campus facility, and VOA participates in the City's homeless response efforts.
2	Agency/Group/Organization	SACRAMENTO STEPS FORWARD
	Agency/Group/Organization Type	Services - Homeless
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy HOPWA Strategy Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was contacted by email and they provided a written response. They provided information on homelessness in the County and in the City. Sacramento Steps Forward is the Continuum of Care for Sacramento County and is the lead agency in responding to homelessness issues. The City plans to continue supporting Sacramento Steps Forward in its role as the Continuum of Care lead.
3	Agency/Group/Organization	SACRAMENTO SELF-HELP HOUSING
	Agency/Group/Organization Type	Services - Housing Services - Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Organization staff attended the community needs workshop with stakeholders and provided input on the needs of lower-income families and individuals. The City has worked with Sacramento Self-Help Housing for several years to assist with homelessness prevention, tenant landlord mediation, and fair housing evaluations. The City will continue working with Sacramento Self-Help Housing to address these issues.
4	Agency/Group/Organization	FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
	Agency/Group/Organization Type	Other Government - Local
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was emailed. The school district provided a written response. This input helps shape the priorities of this Annual Action Plan regarding housing the youth population in Rancho Cordova. The City has continued to foster a close working relationship with the school district to improve education outcomes for youth and to improve access to youth services, such as after-school programming.
5	Agency/Group/Organization	FOLSOM CORDOVA COMMUNITY PARTNERSHIP
	Agency/Group/Organization Type	Services - Children Services - Health Services - Education Services - Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Organization staff attended the community needs workshop and provided input on the needs of children and youth in the City. This agency also completed a phone interview. This information helps shape the data and priorities in the Annual Action Plan regarding youth populations and social services in Rancho Cordova. The City has had a long relationship with Folsom Cordova Community Partnership, which provides services to low-income families, youth, and students.
6	Agency/Group/Organization	MEALS ON WHEELS BY ACC
	Agency/Group/Organization Type	Services - Elderly Persons Services - Homeless
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meals on Wheels staff attended the community needs workshop with stakeholders and provided input on the needs of seniors and disabled residents. The City also called and emailed additional questions to the organization; the organization provided a written response to the City's questions. The City will continue to coordinate with Meals on Wheels to provide services to seniors in the community and find opportunities for additional cooperation.
7	Agency/Group/Organization	RESOURCES FOR INDEPENDENT LIVING
	Agency/Group/Organization Type	Services - Elderly persons Services - Housing Services - Homeless
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was contacted and completed a phone interview. This interview provided information that helps shape the data in this Annual Action Plan regarding seniors and disabled persons in Rancho Cordova. The City will continue to consider Resources for Independent Living as a resource in addressing the needs of persons with disabilities in Sacramento County.
8	Agency/Group/Organization	ONE COMMUNITY HEALTH
	Agency/Group/Organization Type	Services - Health Services - Persons with HIV/AIDS

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs HOPWA Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was called and provided a phone interview, offering information regarding individuals living with HIV/AIDS in Sacramento County. The City will continue to consider One Community Health as a resource for health care and AIDS/HIV prevention and care in Sacramento County.
9	Agency/Group/Organization	CORDOVA COMMUNITY COUNCIL
	Agency/Group/Organization Type	Other Government - Local
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was emailed. The Cordova Community Council provided a written response. This input helps shape the priorities of this Annual Action Plan regarding access to social services and resources in Rancho Cordova. The City has continued to foster a close working relationship with the Community Council to improve the community and increase access to services for the community.
10	Agency/Group/Organization	REBUILDING TOGETHER SACRAMENTO
	Agency/Group/Organization Type	Service - Housing Service - Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Rebuilding Together Sacramento staff attended the community needs workshop with stakeholders and provided input on the needs of seniors and disabled residents. The City will continue to coordinate with Rebuilding Together to provide services to seniors in the community and find opportunities for additional cooperation.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

All agencies were included in the consultation process and many opportunities were provided for them to participate, including the community survey, community needs workshop, and one-on-one interviews or emailed questions. No agencies were excluded from this public consultation process; however, the City focused its one-on-one interview efforts on agencies serving HUD priority populations and whose services represented the highest priority needs within the City.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Sacramento Steps Forward	Both plans work to address issues leading to homelessness and to assist persons and families experiencing homelessness in the region.
Housing Element	City of Rancho Cordova	The Housing Element is intended to help identify and plan for housing needs in the City, including very low- and low-income housing.
Sacramento Valley Regional Analysis of Impediments to Fair Housing Choice	SHRA	The plan helps inform the needs and goals around housing and provides resident perspectives through extensive community engagement.

Table 3 - Other local / regional / federal planning efforts

Narrative

The City will continue to coordinate with service providers, stakeholders, public agencies, and organizations that specialize in public and assisted housing sectors, as well as various other special needs services on a local and regional scale. The City aims to continuously grow its relationships and communications with local professional organizations and entities to best address the priority needs of the jurisdiction and surrounding areas.

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

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

The City completed public meetings, outreach, and noticing as required by the City’s Citizen Participation Plan. All public participation processes were made available to the public. Additionally, staff conducted community outreach with public service program recipients. Public comment received during the outreach for this Annual Action Plan can be found in the Executive Summary section (ES-05). Several stakeholder consultations were held and are summarized in the consultation section above.

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Citizen Participation Outreach

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Sort Order	Mode of Outreach	Target of Outreach	Summary of Response /attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Stakeholders, service providers	Representatives of five local service providers attended the workshop.	Emphasis on application scoring, beneficiary questions, selection process, program performance, coordination, and community needs (Refer to Attachment C)	All comments were accepted.	
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Seniors, minority groups, disabled groups	Public noticing of the draft Action Plan available for public comment.	No comments received.	N/A	http://www.cityofranchocordova.org/government/community-development/neighborhood-planning-projects/community-development-block-grant

3	Public Hearing	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Stakeholders, service providers, seniors, minority groups, disabled persons</p>	<p>On November 2, 2020, City Council reviewed and approved the 2021 Annual Action plan.</p>	<p>No comments received.</p>	<p>Updated once public review ends</p>	<p>http://www.cityofranchocordova.org/government/city-clerk</p>
4	Internet Outreach	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Seniors, minority groups, disabled persons</p>	<p>All public meetings, hearings, and noticing, as well as the draft Action Plan, were made available for public comment on the City's website, and promoted through social media.</p>	<p>No comments received.</p>	<p>N/A</p>	<p>www.cityofranchocordova.org</p>

5	Consultation with Local Organizations and Governing Bodies	Stakeholders, service providers	Consultations were conducted with 10 service providers in the service areas of housing, homeless services, youth services, persons with disabilities, AIDs services, and senior services.	See Table 2 and Attachment A for consultation responses.	All comments were accepted.	
6	Interviews with public service program participants	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Seniors, minority groups, disabled persons</p>	City staff conducted eight interviews with program participants from two CDBG-funded service providers. This information was used to gain a better understanding of needs in the community.	See Attachment A.	All comments were accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Rancho Cordova has been successful over the last several years at finding and applying for alternative funding sources to help meet affordable housing development needs. These sources have included tax credits, infrastructure infill grants, sustainable community grants, veterans housing grants, and, for the single-family owner-occupied housing rehabilitation program, CalHome funding. The City has also pursued other State of California housing funds whenever they seemed appropriate. The City will continue to expand its funding sources by researching and seeking additional funding opportunities.

Additionally, in the 2020 program year, the City received \$373,379 in Round 1 CDBG-CV funding and \$487,938 in Round 3 CDBG-CV funding to prevent, prepare for, and respond to the coronavirus pandemic. At the time of this plan's drafting, the City has allocated the majority of Round 1 CDBG-CV funds to projects and programs, which are underway and will be completed by January 1, 2021. Round 3 allocations are included in this

2021 AAP; however, activities and amounts will be allocated at a future time. The City plans to allocate Round 3 funds in early 2021 towards additional CDBG-CV projects and programs and, as directed by the City's Citizen Participation Plan, will amend the 2021 AAP and notify HUD accordingly at that time.

The City receives approximately \$300,000 in HOME funds through lead agency County of Sacramento. The City does not currently receive ESG or other HUD funds directly from the federal government or from the State of California.

The City anticipates receiving approximately \$600,000 in CDBG funding for the 2021 plan year. This anticipated allocation is based on prior year entitlement allocations that the City has received from HUD and is only an estimate. This Annual Action Plan contains *draft* award amounts for each activity that is proposed to be selected for funding during the 2021 program year. The final allocation amounts will be selected based on City Council's recommendations, a competitive application scoring process, and the contingency provisions outlined later in this plan. For a detailed description of explanations behind draft allocations, refer to section AP-35.

Anticipated Resources

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Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public-federal	Admin and Planning Housing Preservation Public Improvements Public Services	\$600,000	\$0	2019 Plan/Admin & Public Services: \$91,473 Public Infrastructure Rollover: \$310,561 2020 Rollover: Unknown until end of PY 2020	Appx. \$1,002,034	\$1,800,000	The City receives approximately \$600,000 in CDBG funds each year of the five-year Consolidated Plan cycle (appx. \$3,000,000 total). The City will utilize approximately \$402,034 in prior year resources (estimate excludes 2020 roll-over). After receiving the estimated \$600,000 for the 2021 CDBG allocation, an estimated \$1,800,000 will be received for the remainder of the Consolidated Plan cycle. The City anticipates receiving no program income at this time. All prior year resources reported are left over from planning and administration activities and public service projects from the shortened 2019 program year and will be reallocated in the 2021 program year. 2020 prior year resources will not be known until the end of the 2020 program year in December 2020.
CDBG-CV	Public-federal	Admin and Planning Housing Preservation Public Improvements Public Services	\$487,938	0	Round 1 Rollover: \$4,150	\$492,088	\$0	To prevent, prepare for, and respond to coronavirus, the City received \$487,938 in Round 3 CDBG-CV funding. A total of \$4,150 of unallocated Round 1 CDBG-CV funds will be rolled-over into the 2021 program year.

Table 5 - Expected Resources – Priority Table

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

Federal funds require additional regulation, labor compliance standards, and administration that can add a significant cost burden to a new affordable housing project or a rehabilitation project. Unless the available funding sufficiently offsets the additional cost and labor burden inherent in federal funds, it can actually be damaging to a project budget to include CDBG or HOME as funding sources. For new construction and large-scale rehabilitation of affordable housing, the City prefers to pursue funding that does not significantly increase the building cost, unless there are sufficient federal funds to benefit the project's bottom line. The CDBG allocation to the City does not add sufficient value to offset the increased costs for most of the City's affordable housing development efforts. Therefore, the City focuses CDBG funding either on projects that are already burdened with federal reporting requirements or on projects where there is no other viable funding source and the project can be completed with the available CDBG funding. The City's CDBG program does not have any matching requirements.

With respect to public service projects funded with CDBG funds, to best leverage the City's available resources, the City will continue to look for opportunities to layer private and non-federal resources with federal resources and to require that CDBG subrecipients demonstrate sufficient committed non-CDBG funding, so that projects and services will have the best results for the community and the low- and very low-income residents they are intended to serve. These sources include tax credits, infrastructure infill grants, sustainable community grants, veterans housing grants, and, for the single-family owner-occupied housing rehabilitation program, CalHome funding. The City has also pursued other State of California housing funds whenever appropriate.

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

The City currently owns two properties that remained with the City through the dissolution of redevelopment in 2011 and 2012; however, only one of these properties is programmed for affordable housing. The City also has a 99-year lease on 3.69 acres of land adjacent to the VOA-run Mather Community Campus on the now-decommissioned Mather Air Force Base. The land has been dedicated to the Mather Veterans Village project, which offers 100 affordable units for homeless and disabled veterans and their families and up to 60 transitional housing beds for homeless veterans, including those with drug addictions or mental illnesses.

The City uses publicly owned land and property to support CDBG-funded administrative, planning, and project activities. The City also uses City cars, which are used for the CDBG-funded code enforcement and rental housing inspection activities to transport the code enforcement officers to the sites that are being inspected. Additionally, City Hall equipment is used to administer the day-to-day activities of planning and administration for the CDBG program.

The Folsom Cordova Community Partnership uses public school district property to hold mentor initiative classes for its youth programs, while the Meals on Wheels Senior Nutrition program uses the City's Senior Center, which is owned by the Park District, to provide hot meals to seniors. In the future, the City plans to use City-owned property to build affordable housing developments.

Discussion

The City intends to use CDBG funds to support programs and projects that can best benefit from the additional funding. Because the City's CDBG allocation is limited, the City plans to complete the costlier housing improvements and production through partnerships and the use of alternative funds.

Annual Goals and Objectives

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

Goals Summary Information

Table 6 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Child and Youth Services	2020	2024	Non-Homeless Special Needs	Citywide	Youth Services and Programming COVID-19 Preparation, Prevention, and Response	2021 CDBG Allocation: \$43,699 (FCCP) 2019 Rollover: \$62,414 (B&G Club) Total: \$106,113	Public service activities other than Low/Moderate Income Housing Benefit: Folsom Cordova Community Partnership will benefit an estimated 120 individuals through youth mentoring services Boys and Girls Club will benefit an estimated 100 individuals through their Club Connect program

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Senior and Disability Services	2020	2024	Non-Homeless Special Needs	Citywide	Senior and Disability Services COVID-19 Preparation, Prevention, and Response	2021 CDBG Allocation: \$11,124 2019 Rollover: \$29,059 Total: \$40,183	Public service activities other than Low/Moderate Income Housing Benefit: Meals on Wheels will benefit 100 individuals by providing food to seniors Resources for Independent Living will benefit an estimated 5 households with outreach and case management for residential accessibility improvements

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Homeless Prevention	2020	2024	Affordable Housing Homeless Non-Homeless Special Needs	Citywide	Homeless Shelter/Housing Homelessness Prevention	2021 CDBG Allocation: Appx. \$42,377	Public service activities for Low/Moderate Income Housing Benefit: SSH Homeless Helpline: 450 Individuals SSH Housing Counseling: 150 Households SSH Fair Housing Services: 25 Households
4	Public Infrastructure	2020	2024	Non-Housing Community Development	CDBG Target Area	Public Infrastructure Improvements	2021 CDBG Allocation: \$100,000 Prior Year Rollover: \$310,561 Total: \$410,561	Public facility or infrastructure activities other than Low/Moderate Income Housing Benefit: Public Works Sidewalk ADA Improvements will benefit approximately 2,000 individuals with accessibility improvements

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Housing Preservation Program	2020	2024	Affordable Housing Non-Housing Community Development	CDBG Target Area Citywide	Acquisition & Rehabilitation	2021 CDBG Allocation: \$290,000	Homeowner Housing Rehabilitated: Rebuilding Together Sacramento will repair 10-15 housing units with its critical repair program Housing Code Benefit: The City's Code Enforcement Program will benefit 2,000 households through code enforcement About 1,600 households will benefit from the Rental Housing Inspection Program
6	Program Administration	2020	2024	Affordable Housing Homeless Non-Homeless Special Needs Program Administration	CDBG Target Area Citywide	Planning and Administration	CDBG: \$112,800	N/A

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	COVID-19 Preparation, Prevention, and Response	2020	2024	COVID-19	CDBG Target Area Citywide	COVID-19 Preparation, Prevention, and Response	CDBG-CV Round 1: \$4,150 CDBG-CV Round 3: \$487,938	Public Services Activities Other than Low/Mod Income Housing Benefit: TBD

Goal Descriptions

1	Goal Name	Child and Youth Services
	Goal Description	After-school programming, youth mentoring; school, health and food supplies; other services to assist at-risk and low-income youth
2	Goal Name	Senior and Disability Services
	Goal Description	Congregate and home-deliver meals for homebound seniors; case management and outreach for accessibility improvements; other senior and disability services
3	Goal Name	Homelessness Prevention
	Goal Description	Housing counseling, tenant-landlord mediation, housing placement services
4	Goal Name	Public Infrastructure
	Goal Description	Streetlights, ADA sidewalk improvements, traffic signals, crossing signals, crosswalks, ADA ramps to public right-of-way and public facilities, sewer/water/utility improvements
5	Goal Name	Housing Preservation Program

	Goal Description	Emergency repairs to address health and safety issues, accessibility improvements, maintenance assistance Rental housing inspections and code enforcement in CDBG target areas
6	Goal Name	Program Administration
	Goal Description	City staff will conduct planning and administration of its CDBG, CDBG-CV, and HOME grant funds, including reporting, monitoring, tracking budgets, labor compliance, environmental compliance, community engagement, and subrecipient coordination.
7	Goal Name	COVID-19 Preparation, Prevention, and Response
	Goal Description	CDBG eligible activities that prevent, prepare for, or respond to community impacts due to the COVID-19 pandemic.

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AP-35 Projects - 91.420, 91.220(d)

Introduction

The City anticipates HUD to allocate approximately \$600,000 in CDBG funds to the City for the 2021 program year. The funding allocations from HUD are usually announced in the spring of each year. Project applications were received and reviewed by an independent group, as well as by City staff. Each application was scored according to criteria that the City established as part of the Consolidated Plan process. Criteria included the organization's capacity to successfully complete projects and programs, past project management performance, CDBG funding eligibility, how closely the project matched with the National Objectives laid out by HUD, and how thoroughly the projects addressed the community needs identified in the Consolidated Plan. Please refer to **Attachment D** for a copy of the application scoring rubric and application questions.

The City plans to continue funding for health and safety related improvements to residents' homes, public infrastructure improvements for ADA accessibility, and public services activities with its CDBG funding, as there are relatively few other funding sources available to finance these activities. Within public services, the City prioritized activities serving seniors and youth, fair housing support, homelessness prevention, and activities that support the preparation, prevention, and response to the COVID-19 pandemic.

Funding amounts provided in the paragraphs and table below are only estimates, pending City Council approval, as well the announcement of final 2021 CDBG allocations in spring 2021. Once City Council approves this plan and the City receives final HUD awards, the estimated amounts in the "Project Summary" table below will follow the contingency guidelines outlined in the following paragraphs.

Contingency Guidelines:

Planning and Administration activities will receive 20 percent of the total 2021 CDBG allocation. All public service activities, except Meals on Wheels, will be fully funded based on the applicant's 2021 asked amount. Once the City receives the final allocation amount in spring 2021, any additional funds will be put toward Meals on Wheels until its project is fully funded at the asked amount identified in their application. If there are additional funds left over after completely funding Meals on Wheels, the remaining additional balance will be split between Folsom Cordova Community Partnership and Sacramento Self-Help Housing - Housing Counseling. If the final allocation is less than \$600,000, then public service projects will be proportionally decreased from estimated funding levels to match actual allocation amounts.

For housing preservation projects and public infrastructure projects, the City's three projects—Rental Housing Inspection, General Code Enforcement, and ADA Sidewalk Repair—will receive full funding at the draft amounts listed below; any overage will go to Rebuilding Together Sacramento's Critical Systems Repair Program. If the City receives less than the anticipated amount of funding, the Rental Housing Inspection, General Code Enforcement, and Sidewalk Repair projects will receive priority funding at the draft amounts listed below, and Rebuilding Together Sacramento will see reduced funds,

and subtract that from its draft allocation. For example, \$188,000 is the draft allocation for Rebuilding Together; if \$50,000 less is available, that amount will be subtracted from Rebuilding Together’s draft allocation, for a total of \$138,000.

Funding amounts in the table below are based on scoring criteria from the submitted program applications, as well as staff recommendations. The Renters Helpline and Fair Housing Services activities are coordinated through a regional service contract.

#	Project Name
1	Housing Preservation Program
2	Public Services
3	Public Infrastructure
4	Planning and Administration

Table 7 – Project Information

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

Priorities are allocated first by need, second by the availability of sufficient resources to support a successful program or project, and third by the availability of local service providers to respond to the needs. The primary obstacle to addressing underserved needs is a shortage of resources, primarily funding.

AP-38 Project Summary

Project Summary Information

1	Project Name	HP-21 Housing Preservation Program
	Target Area	CDBG Target Area
	Goals Supported	Housing Preservation and Code Enforcement
	Needs Addressed	Acquisition & Rehabilitation
	Funding	CDBG: \$290,000 CDBG-CV-3: \$TBD
	Description	Rental housing inspections and code enforcement in CDBG target areas to find and correct code violations, and rehabilitation of low-income owner-occupied housing to prolong housing habitability.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 3,600 households in the low-income CDBG target area will receive code/rental housing inspections; 18-22 housing units, primarily located in the CDBG target area, will receive roof and critical systems repair assistance from Rebuilding Together Sacramento.
	Location Description	Rental housing inspection and code enforcement activities will be conducted in the CDBG target area. Roof repairs will be provided to low-income homeowners citywide.
	Planned Activities	<p>Rental Housing Inspection Program – \$51,000 – Inspect rental units for health and safety violations. (1,600 households)</p> <p>Code Enforcement Program – \$51,000 – General code enforcement to support the health and safety of the community. (2000 households)</p> <p>Rebuilding Together Sacramento – \$188,000 – Roof and critical repairs to low-income households. (18-22 households)</p> <p>CV-Round 3 - \$TBD – The project and amount will be determined at a future time.</p>

2	Project Name	PS-21 Public Services
	Target Area	CDBG Target Area
	Goals Supported	Homelessness Prevention Senior Services Youth Services
	Needs Addressed	Homeless Shelter/Housing Homelessness Prevention Youth Services and Programming Senior Services
	Funding	2021 CDBG Allocation: \$90,000 2019 CDBG Rollover: \$91,473 (Applied to public service activities that support response to COVID-19; Not included in 15% Public Service Cap) CDBG-CV-3: \$TBD Total 2021 Public Service Funding: \$181,473
	Description	Public services for youth, seniors, and persons and households at risk of homelessness and/or in need of accessibility repairs
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 400 low-income persons will benefit from youth and senior targeted public services from Folsom Cordova Community Partnership, Meals on Wheels, and the Boys and Girls Club; and 605 households will benefit from housing public services from Sacramento Self-Help Housing and outreach for residential repairs from Resources for Independent Living.
	Location Description	Citywide

	Planned Activities	<p>Folsom Cordova Community Partnership– \$43,699 – Group Mentoring Initiative – Provide youth support and improve community involvement through intensive one-on-one youth mentoring. (120 individuals)</p> <p>Meals on Wheels: Senior Nutrition Program – \$34,183 (2021 CDBG Allocation: \$5,124 + 2019 Rollover: \$29,059) – Take hot meals or frozen heat-and-serve meals to homebound seniors and provide lunch to seniors at the Cordova Senior Center. (180 individuals)</p> <p>Sacramento Self-Help Housing: Housing Counseling– \$25,277– Provide housing counseling and support services to residents who are at risk of homelessness, or who are already homeless, to aid them in securing stable housing. (150 households)</p> <p>Sacramento Self-Help Housing: Renters Helpline – Appx. \$9,900– Respond to requests from Rancho Cordova residents who are in danger of becoming homeless due to conflicts with their landlord or property manager and are seeking assistance. Provide fair housing referrals for households potentially experiencing discrimination. (450 households)</p> <p>Resources for Independent Living: Home Modification Assistance Program - \$6,000 – Provide outreach and coordination for disability related home modifications to households in Rancho Cordova. (5 households)</p> <p>Boys and Girls Clubs of Greater Sacramento: Club Connect Program – (2019 Rollover) \$62,414 – Supply Club Connect Kits each week to low-income youth and families that are in need of assistance. (100 individuals)</p> <p>CV-Round 3 - \$TBD – The project and amount will be determined at a future time.</p>
3	Project Name	PI-20 Public Infrastructure
	Target Area	CDBG Target Area
	Goals Supported	Non-Housing Community Development
	Needs Addressed	Public Infrastructure Improvements

	Funding	CDBG: \$100,000 Prior Year Rollover: \$310,562 CDBG-CV-3: \$TBD Total: \$410,562
	Description	Streetlights, ADA sidewalk improvements, traffic signals, crossing signals, crosswalks, ADA ramps to public right-of-way and public facilities, sewer/water/utility improvements
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 2,000 individuals will benefit from improved ADA access in the City.
	Location Description	CDBG Target Area
	Planned Activities	ADA Sidewalk Repair Program – \$100,000 Prior Year Rollover: \$310,562 – Remove and replace damaged curbs, gutters, and sidewalks, and replace sidewalk ramps to meet current ADA standards throughout the City. CV-Round 3 - \$TBD – The project and amount will be determined at a future time.
4	Project Name	PA-20 Planning and Administration
	Target Area	CDBG Target Area
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$120,000 CDBG-CV-3: \$TBD
	Description	General administration of the CDBG program, including all planning and reporting activities. Some fair housing services will also be provided.

Target Date	12/31/2021
Estimate the number and type of families that will benefit from the proposed activities	Provide administration and support for all CDBG programs, including all planning and reporting activities.
Location Description	Citywide
Planned Activities	<p>Provide general administration of the CDBG program, including all planning and reporting activities.</p> <p>Complete 2021 CAPER.</p> <p>Monitor all programs and projects.</p> <p>Planning and Administration: \$112,800– General CDBG program administration and planning.</p> <p>Fair Housing Services: \$7,200– Provide fair housing services to residents by responding to inquiries of illegal housing discrimination and investigating discrimination complaints.</p> <p>CV-Round 3 - \$TBD – The project and amount will be determined at a future time.</p>

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

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

Geographic distribution of activities is widely varied, but most take place in or near low- and moderate-income areas. As seen on the attached CDBG Target Area map (**Attachment E**), the CDBG target area is dispersed throughout the City, allowing for a spread of eligible activities. The specific location of an activity largely depends on the type of activity. Some of the City's 2021 activities, such as the programs administered by Meals on Wheels, Folsom Cordova Community Partnership, the Boys and Girls Club, and Sacramento Self-Help Housing, are able to serve populations across the entire City, while other projects and programs are located in and provided to populations in the CDBG target area. The ADA Sidewalk Improvement Project, Rental Housing Inspection Program, Code Enforcement Program, and Rebuilding Together Sacramento will take place in the City's designated CDBG target areas.

Geographic Distribution

Target Area	Percentage of Funds
CDBG Target Area	79
Citywide	21

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Three activities are prioritized in the CDBG target area: the ADA Sidewalk Improvement Project, Rental Housing Inspection Program, and the Code Enforcement Program. These activities use a geographic boundary to identify which areas are eligible for infrastructure repair and track the number of units inspected, new cases opened, violations cleared, and staff hours spent in addressing housing problems in the CDBG target area.

Discussion

The City strives to make all of its programs and activities available to eligible low- and moderate-income residents regardless of gender, race, national origin, age, source of income, familial/marital status, religious affiliation, or disability. As a result, all public service programs, including senior services, youth services, and housing counseling, will be available to residents citywide. Significant additional funding will also be used in the low- and moderate-income areas, as needed, for capital projects and programs. Because much of the existing city is in the CDBG target area, providing capital infrastructure improvements and housing preservation services in the CDBG target area allows a significant portion of the City to receive improvements. Similar services are provided to neighborhoods outside the target area, which are funded via other funding sources.

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

Introduction

According to the 2020-2024 Sacramento Valley Analysis of Impediments, some of the most significant barriers to affordable housing across all jurisdictions are:

- Segregation, which is manifested in disproportionate housing needs and differences in economic opportunity
- An increasingly limited supply of affordable rental housing units in the area
- Disparities in the ability to access homeownership
- An increase in stricter rental policies

One obstacle in meeting the needs of low-income residents specific to Rancho Cordova is the lack of available resources for services within the City's boundaries. Many services are located in the City of Sacramento or Sacramento County unincorporated areas, which are not conveniently accessible for the residents of Rancho Cordova. Additionally, local services often do not have sufficient capacity to meet current needs. To help ameliorate this obstacle, the City plans to use its CDBG funds to promote the local provision of services for low- and moderate-income residents in Rancho Cordova. Furthermore, the City will continue to work with area service providers to offer services in the community. In the 2021 program year, several organizations (including Sacramento Self-Help Housing, Boys and Girls Clubs of Greater Sacramento, Resources for Independent Living, Meals on Wheels, and Folsom Cordova Community Partnership) will provide services in Rancho Cordova.

The City has provided services and worked to offer housing opportunities to underserved groups, including individuals experiencing homelessness and veterans with disabilities. The City continues its active participation in County efforts, the Mather Veterans Administration Hospital, and service provider initiatives to locate and develop a continuum of housing opportunities for disabled veterans.

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

The City has undertaken a number of actions to reduce potential barriers and constraints to affordable housing and housing for special needs populations. These actions include identifying funds in support of affordable housing development and offering fee reductions, regulatory incentives, density incentives, and the operation of a home rehabilitation and repair program, as well as several other options. These can be found with additional detail in the City's 2013–2021 Housing Element. The Housing Element includes a thorough analysis of governmental and regulatory barriers to affordable housing. The City has been aggressive in pursuing affordable housing development opportunities and has mitigated regulatory barriers as effectively as possible.

Discussion

The City's 2013–2021 Housing Element includes a thorough analysis of governmental and regulatory barriers to affordable housing. The City has been aggressive in pursuing affordable housing development opportunities and has mitigated or eliminated almost all regulatory barriers as effectively as possible.

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

Introduction

The Community Development Department will be responsible for the management, implementation, and monitoring of the Consolidated Plan documents, including the implementation of each year's Annual Action Plan.

City staff will administer the programs and activities funded with CDBG funds. These staff members will work with the individual City departments, such as Public Works, as well as partner districts, such as the Folsom Cordova Unified School District, to develop procedures and coordinate the administration of programs that will be carried out by these departments and districts. Designated staff will also work closely with the local providers of CDBG-funded services and programs.

While there are several constraints to meeting the needs of target-income residents, the primary obstacle is the lack of available resources for services within the City's boundaries.

Actions planned to address obstacles to meeting underserved needs

The need for affordable housing for lower-income households and supportive housing for persons with special needs continues to exceed available resources. The City has provided services and worked to offer housing opportunities to underserved groups, including individuals experiencing homelessness and veterans with disabilities. The City continues its active participation in County efforts, the Mather Veterans Administration Hospital, and service provider initiatives to locate and develop a continuum of housing opportunities for disabled veterans.

The City also plans to use its CDBG funds to promote the local provision of services for low- and moderate-income residents in Rancho Cordova. Furthermore, the City will continue to work with area service providers to offer services in the community. In the 2021 program year, several organizations including Sacramento Self-Help Housing, Folsom Cordova Community Partnership, Resources for Independent Living, Meals on Wheels, Boys and Girls Clubs of Greater Sacramento, and Rebuilding Together Sacramento will provide CDBG-funded services in Rancho Cordova.

Actions planned to foster and maintain affordable housing

According to the City's 2013–2021 Housing Element, 17 housing developments in Rancho Cordova provide subsidized housing, with a total of 1,585 low- and very low-income units. Subsidized units account for approximately 7 percent of the total housing stock. The City does not have its own local housing authority. Affordable housing initiatives and properties are largely handled directly by the SHRA. The remainder of the affordable housing units that are not operated and overseen by SHRA are operated by various local nonprofits. The most prominent of these is VOA, which operates the Mather Community Campus transitional housing program, and Mercy Housing, which operates the 100 units of

permanent supportive housing at the Mather Veterans Village.

The City has undertaken a number of actions to reduce potential barriers and constraints to affordable housing and housing for special needs populations. These actions include identifying funds in support of affordable housing development and offering fee reductions, regulatory incentives, density incentives, and the operation of a home rehabilitation and repair program, as well as several other options. These can be found with additional detail in the City's 2013–2021 Housing Element. The Housing Element includes a thorough analysis of governmental and regulatory barriers to affordable housing. The City has been aggressive in pursuing affordable housing development opportunities and has mitigated regulatory barriers as effectively as possible.

Actions planned to reduce lead-based paint hazards

The City complies with the Residential Lead-Based Paint Hazard Reduction Act of 1992 as implemented in 24 Code of Federal Regulations (CFR) 35 Subpart B. Compliance includes the following strategies:

Housing Rehabilitation: All housing rehabilitation activities funded under this plan will assess lead hazard risk before proceeding, including the planned Emergency Repair Grant Program. This applies to any work on structures constructed prior to January 1, 1978. The work will comply with the appropriate level of protection indicated in 24 CFR 35.100.

All work on homes constructed prior to January 1, 1978, will have a lead hazard risk assessment conducted as described in 24 CFR 35.110.

At the completion of any prescribed lead hazard reduction activities, a clearance examination is required as described in 24 CFR 35.110.

Actions planned to reduce the number of poverty-level families

The City continues to fund public services intended to help poverty-level families. The City's anti-poverty strategy is based on revitalizing Rancho Cordova's existing housing stock to provide safe and decent places to live, and on supporting the services of social services agencies that promote income and housing stability. The City's strategy also includes supportive services for target-income residents, including senior and youth services. For example, the City continues to fund Sacramento Self-Help Housing, as Sacramento Self-Help Housing provides vital services and resources to families who are homeless or are at risk of homelessness.

The City continues to fund other anti-poverty programs, such as the Senior Nutrition program offered by Meals on Wheels. Additionally, the City funds the Folsom Cordova Community Partnership's Group Mentoring Initiative. This program supports youth and enhances community involvement through intensive one-on-one youth mentoring to help improve economic opportunities for low-income youth in Rancho Cordova.

The City uses non-federal funds to support many programs and projects, such as job training, through the Community Enhancement fund. In the 2021 program year, multiple programs will receive funding from both CDBG funds and Community Enhancement funds; those programs include Meals on Wheels, Rebuilding Together Sacramento, the ADA Sidewalk Improvement project, and Folsom Cordova Community Partnership Group Youth Mentoring Initiative.

Actions planned to develop institutional structure

The City has developed a monitoring system to ensure that the activities carried out in furtherance of the Annual Action Plan are done so in a timely manner in accordance with the federal monitoring requirements of 24 CFR 570.501 and 2 CFR 200 and all other applicable laws, regulations, policies, and sound management and accounting practices. The objectives of the monitoring system are described in more detail in the Consolidated Plan.

The City's Community Development Department will be responsible for the management, implementation, and monitoring of the Consolidated Plan documents, including the Annual Action Plan and all other subsequent documents related to the implementation of the CDBG program.

City staff will administer the programs and activities funded with CDBG funds. These staff members will work with the individual City divisions, such as Public Works, as well as partner districts, such as Folsom Cordova Unified School District, to develop procedures and coordinate the administration of programs that will be carried out by these divisions. Designated staff will also work closely with the providers of CDBG-funded services and programs that are not carried out by the City.

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

Staff has continually strived to provide training opportunities and technical assistance to grant subrecipients and has worked to establish "best practices," with the goal of integrating them into the day-to-day and long-term implementation of the program. In addition, the City is continuing its initiative to coordinate activities with neighboring cities, especially in regard to responding to fair housing-related efforts. Coordinated efforts include joint monitoring of common service providers, standardizing reporting requirements to encourage efficiency and consistency, and sharing information from workshops.

During the 2021 program year, the City will implement contracts with local service organizations and City departments that provide assistance to seniors, youth populations, households at risk of homelessness, public improvements, and housing preservation. City staff and City Council have realized the continuing need for these services and have instituted the multi-year contracts to provide continuity of services and help reduce administrative burden.

In addition, in the 2017-18 program year, the City and surrounding jurisdictions pursued a regional

Analysis of Impediments to Fair Housing Choice (AI). The City entered a Memorandum of Understanding with the SHRA, and neighboring jurisdictions including the cities of Citrus Heights and Elk Grove, to cost-share the fees to conduct an AI. The AI was completed in the fall of 2019 and the results are utilized by each participating agency for their respective Consolidated and Annual Action Plans, and for the SHRA's Public Housing Authority and Capital Fund Plans.

Discussion

The City will continue its work with neighboring jurisdictions, such as the County of Sacramento, City of Sacramento, City of Citrus Heights, and City of Elk Grove, and agencies such as the SHRA and the Sacramento Area Council of Governments, to address the regional issues that affect the needs of target-income persons and special needs populations. The goal in this effort is to reduce the burden of providing services within each jurisdiction through CDBG funding. The City also intends to work directly with service providers and local, state, and federal agencies (e.g., HUD and the California Department of Housing and Community Development).

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Program Specific Requirements

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

Introduction

The City does not expect to receive any program income in the 2021 program year, nor does the City have any plans to participate in the Section 108 program. The City does not have any outstanding Section 108 loans and plans to fully obligate all of its CDBG funding available in the 2021 program year.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 60% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

Discussion

The City will continue to work to make the most efficient and effective use of CDBG funds to ensure that the benefit to the community, and particularly to low- and moderate-income households, is realized.

Appendix - Alternate/Local Data Sources

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Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

Cordova Community Council

TOPIC: NONPROFIT SERVICES (Social Services)

Questions:

Homeless:

Does your organization offer services that compliment local homeless services? If so, what are the services your organization offers?

We do not offer direct services for homeless individuals. We do encounter them a lot at community events, at the MACC (Mills Station Arts and Culture Center) and at our property at 2300 Mineshaft Lane. Through our many member organizations and our affinity groups (RC Athletic Association, Interfaith Council, etc.) we do receive a lot of feedback on (1) efforts to provide food for hungry individuals and (2) services to very low income families, for example, fee payment for children to play Little League. The Interfaith Council has tried to address this by supporting the HART Winter Shelter program and assisting the Rancho Cordova Food Locker and other feeding programs. Cordova Community Council does not consider our organization to be a homeless service organization, however we cannot escape the impacts homeless populations have on our community and assist our member organizations in their efforts.

Housing:

Does your organization offer services that compliment local housing services? If so, what are the services your organization offers?

We work through non-profit organizations like the Folsom Cordova Community Partnership and Interfaith Council to be a connector for groups wishing to provide services like home repairs for low income individuals. We are not a direct provider, rather we are a collaboration tool that matches those who want to help with those who need help.

Internal Challenges:

As a service provider, list your agency's biggest challenges (internally) to providing needed services to client? (i.e. minimal grant funds available; staff turn-over, etc.)

In general, our organization runs smoothly. The COVID 19 pandemic is causing hardships as we are unable to bring the community together physically, which is what we do. This has caused us to think more creatively. While we have weathered the storm thus far, we expect 2021 will be difficult as we tap into reserves as sponsorships have plunged.

What we have seen, however, is that private and business funders are looking for ways to have direct impacts to respond to COVID-19 hardships, which should benefit direct service organizations who tend to homeless and very low income individuals. We are working with our members who do provide social services to help them get the resources they need to provide the direct care. What we do observe is that smaller businesses and most non-profit organizations do not have the band-width to interpret and met complex application processes and often do not have the financial reports and accounting procedures in place to take advantage of these funding opportunities, so they just pass.

ATTACHMENT A: Community Engagement – Stakeholder Consultations



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

External Challenges:

As a service provider, list your agency’s biggest challenges to providing needed services, as it relates to your clients? (i.e. clients have multiple and too many problems; client has limited resources to access resources)

This is difficult to answer, as we do not provide client services. Our clients are the non-profit organizations responding to these needs. My observation is that challenges fall into some general categories: immigrant populations have a basic distrust of authority; the lack of in-person school activity has severed an important resource for poor families with children; and mental illness among this population is rampant so interventions are really difficult. Our own organization is not equipped to handle the chronic homeless problems we see at the MACC and Mineshaft locations because the clientele is either unable or unwilling to engage with us in a positive way. For example, at the Mineshaft, we have left many outdoor outlets “live” so they can charge phones, etc. Instead, they choose to tear them apart to hotwire them. We usually look to Rancho Cordova’s HOT team for help. We also observe that most people are unaware the HOT team exists, which seems like an easy enough fix. There are a lot of community pathways for that.

New Programs:

What new programs/services would you like to see brought to City of Rancho Cordova to assist its residents?

I think continued efforts to clean up blight, improve roads and provide citizens with reasons to be proud will attract families who will be willing to invest in the long term improvement of Rancho Cordova because they see it is in their best interest. Making sure that Rancho Cordova has the same amenities as surrounding cities will be important for that. So replacing the pool in Hagan Park and building a great convening area at Mills Crossing are part of that effort. More bold moves will be needed to get where we need to go.

Improvement:

What opportunities for improvement do you see in existing programs?

Providing more opportunities for kids in the community has always been a need here. Finding ways for poor kids to enjoy some of the amenities that are available in order to surround them with wholesome activity should pay off in the future. I hope our future youth center can be a great response to that need. Middle class kids’ parents can access amenities elsewhere, but it would be better if they could do it here in Rancho Cordova.

Needs:

What do you see as the biggest needs in the low-income community?

The home lives of many of our young people is horrible, due to drug abuse, alcohol abuse, and poverty. It also appears that there is a need to find solutions for elderly residents who cannot afford existing assisted living opportunities and struggle to take care of themselves.

There is a culture of poverty in some parts of the city. There are a lot of tools to address problems like hunger and even medical care, but the culture of poverty continues. Certainly, mentoring and alternative for youth are important, and finding ways to care for seniors is also important.

ATTACHMENT A: Community Engagement – Stakeholder Consultations



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

I personally believe if the community is well-balanced with strong civic organizations, strong churches, and healthy parent organizations in the schools, with fun, healthy things to do, the community can do a better job of taking care of these needs. Families are more invested and able to care for themselves and are organized to help others. While advances have been made in providing housing types that attract these groups to our city, the growth of the divide between “old” and “new” Rancho Cordova continues, keeping the north side of the city out of balance. A lot of great families there simply give up and bail out as their kids reach middle and high school, continuing the cycle. They need more reasons to stay – thus the importance of amenities mentioned at the top.

**Folsom Cordova Community Partnership
TOPIC: YOUTH**

Questions: (Please answer specific to Rancho Cordova when possible, and if not, then specify that it applies to different area)

1. What are the most essential a) educational needs and b) social service needs of the youth population?

A) Educational Needs

Currently, financial empowerment education, financial literacy. Learning about how to manage money. Using financial institutions for benefit. How to build credit. Stay out of debt.

Adulting education. What you need to know to be a productive adult, once we graduate highschool.

How to navigate social resources. What services are out there, how to access them. Places for connection points for youth.

B) Social Services

Mental health access. In FCCP programming, have had multiple critical incidents of ideations of suicide, depression. Comes back to not knowing how to navigate services.

Due to culture/language barriers, some feel isolated.

Not enough adult/peer relationships in their lives.

Having enough resources in family to care for family. Youth feel like they need to contribute instead of just being youth. Food access, housing access. Basic needs. That stress is felt by youth.

2. What are the major challenges facing the youth population in Rancho Cordova today?
Financial education, families not having enough resources. Pressure from needing to provide for family. Social isolation and teen suicide. Relationships on how to understand adulting. See above.

3. What percentage of youth do you believe are homeless in Rancho Cordova?
Defer question to the School District. Tracks number for students.

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Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

4. Do Rancho Cordova’s social services meet the needs of the youth population? Please explain why.

Doing best to provide support. There are areas that need more resources. Mental Health resources. There are additional opportunities for city if they want to fund. The City has invested in intramural sports. Before/after school programs. Mentor programs. Matter of making it known so referrals can be made

5. Does Rancho Cordova contain sufficient educational, social, and development services for youth at all income levels, particularly low-income? Please explain why.

See above.

6. What services does your agency provide to Rancho Cordova’s youth? Does your organization work together with any other local organization?

Currently offer mentoring services to youth in junior high/high school. Offer youth career center activities for Cordova and Kenny high schools and adult school campus in rancho. Walnut wood high school for youth that are pregnant who are parenting while going to school.

Abraham Lincoln elementary school – financial empowerment education. And at Youth career center.

Refugee youth mentoring program. Connect new arrival youth to positive adults to help navigate integrating in community.

Out of school youth. Offers youth who are not attending school (drop out or graduate) to help explore careers, resume building, interview skills. GED support or HS diploma. Work experience for resume building.

Adult school, working with graduates to provide employment services. Identify youth that are completing education and also want to do job development opportunities.

New program. Received grant from sierra health foundation. Youth justice diversion work with young men of color, primarily black. Who experienced juvenile justice system or trouble with school police.

**Folsom Cordova Community Partnership
TOPIC: SOCIAL SERVICES**

Questions:

Homeless:

Does your organization offer services that compliment local homeless services? If so, what are the services your organization offers?

Yes. Provide a myriad of services. Services for individual who have basic needs.

Eviction prevention.

Utility assistance

Emergency shelter funding

Emergency food supplies

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Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

Clothing closet

Families with children, home visitation program

Parent education

Employment services – available to homeless population. Job search, resume building

Case management

Youth activities – homeless youth have access

Job center – family self-sufficiency. Designed for homeless or at risk of homeless. Provides case management and support to help stabilize housing

Housing:

Does your organization offer services that compliment local housing services? If so, what are the services your organization offers?

Yes. See above. Family resource center is available for Sacramento Self Help Housing to hold appointments for Rancho Cordova residents.

Homeless liaison, Gabby. Holds appointments with program participants/homeless residents.

Internal Challenges:

As a service provider, list your agency's biggest challenges (internally) to providing needed services to client? (i.e. minimal grant funds available; staff turn-over, etc.)

Biggest challenge is funding needed to offer enhance/expand services

Finding space. Currently in locations that are viable to community but would be good to have own building to operate everything.

Technology. Not a lot of funding to dedicate to technology that could enhance work or connect organization better. Ex. No internal server or place to store documents. Looking into cloud based server.

Resources for marketing services. No marketing budget. Need to advertisement.

External Challenges:

As a service provider, list your agency's biggest challenges to providing needed services, as it relates to your clients? (i.e. clients have multiple and too many problems; client has limited resources to access resources)

Barriers: transportation barriers. Not having ability to get to services. Too many barriers that are overwhelming. Do not know where to start. Want individuals to come to job center to get help with navigation.

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Not enough services, especially around housing. People having challenges with finding housing, just because they seek resources doesn't mean they'll get them.

Not knowing how to navigate services/ finding access to services.

A lot of new people seeking services because of COVID-19.

"The New Poor" Individuals living paycheck to paycheck. And now they don't have it anymore.

New Programs:

What new programs/services would you like to see brought to City of Rancho Cordova to assist its residents?

Affordable housing resources. Not an issue that will be going away any time soon. .

More resources is always beneficial.

Mental health resources.

Enough providers for mental health

Safe spaces for youth to engage.

Safe places for seniors to engage

Resources for community members for job training/support/employment development for jobs in community so they don't have to leave community to work.

**Folsom Cordova Unified School District
TOPIC: YOUTH & HOUSING**

Questions:

Terms:

Unaccompanied youth - a youth that is not in legal custody of their parent

Unsheltered Homeless – individuals who sleep in places not traditionally meant for habitation (i.e. car, box, outside)

Sheltered Homeless – individuals who are sleeping in an emergency or temporary shelter that is suitable for living

Housing problems: *What are the most common housing problems in Rancho Cordova? (Ex: Overcrowding, cost burdened, lacking complete plumbing, lacking the complete kitchen facilities)*

Cost for initial move-in and availability of emergency housing for families who have timed out of CalWorks.

Homeless needs: *What are the greatest needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth)?*

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Immediate emergency housing for families and unaccompanied youth and alternate programs for parents who have timed out of Calworks.

Newly homeless: *What are the characteristics and needs of 1) individuals and 2) families with children who are currently entering the homeless assistance system or appearing for the first time on the streets?*

-1. Individuals

-2. families with children - Need to access same day emergency housing in Rancho Cordova.

Housing Instability: *What are the specific housing characteristics that have been linked with instability and an increased risk of homelessness in Rancho Cordova? Ex: housing cost burden; overcrowding; substandard housing conditions; etc.)*

Each situation is unique and often complex. In some situations, an individual may lose their job, others struggle with mental health or substance abuse. Any number of situations can bring someone to the point of losing housing. Once housing is lost, it is usually cost of initial move in combined with a possible eviction that prolongs a homeless situation.

To the best of your knowledge, do renters experience these characteristics at greater occurrence than homeowners?

Renters

Housing Availability:

1. *Does the availability of housing units meet the needs of the population? Yes or **No**. Please describe how.*

2. *Describe the need for specific types of housing.*

More affordable housing is needed with access for those with evictions.

Housing Needs:

What do you think are the top five most needed housing types in the City of Rancho Cordova? Please use the options below, or if you have a housing type that is not listed, please list it. (1 being the greatest)

__ New Construction - Multi-family

__ New Construction - Single-family

__ Affordable Single Family

3__ Affordable Housing: Rental Units

__ Affordable Housing: Homeownership

__ Senior Housing

2__ Transitional housing

1__ Emergency Housing

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- 5__ Large Family Housing
- __ Farm-worker housing
- 4__ Housing located near services and transportation
(for households without access to a personal vehicle)
- __ Rehabilitation projects for existing housing
- __ Accessible features added to existing housing

Why did you select these housing types?

These are the most needed housing types for homeless families with children.

Barriers to Affordable Housing: *What are the most significant barriers to affordable housing in the City of Rancho Cordova? In the County?
Initial cost to rent an apartment and former evictions.*

Housing Problems and Instability:

What are the specific housing characteristics that have been linked with instability and an increased risk of homelessness in Rancho Cordova? Ex: housing cost burden; overcrowding; substandard housing conditions; etc.)

Job Loss or other situations causing loss of a rental unit and the inability to afford the initial cost to obtain another rental unit.

What are the most common housing problems in Rancho Cordova? (Ex: Overcrowding, cost burdened, lacking complete plumbing, lacking the complete kitchen facilities)

To the best of your knowledge, do renters experience these characteristics at greater occurrence than homeowners?

Yes

Homeless:

Does your organization offer services that compliment local homeless services? If so, what are the services your organization offers?

Our organization refers families of students in our school district to local homeless services.

New Programs:

What new programs/services would you like to see brought to City of Rancho Cordova to assist its residents?

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<p><i>More emergency housing/transitional housing that can be accessed immediately and locally by families with children.</i></p>
<p>Improvement:</p> <p><i>What opportunities for improvement do you see in existing programs?</i></p> <p>Expand the role of the City Homeless Navigator to include assisting families who are sharing housing/staying in a motel.</p>
<p>Needs:</p> <p><i>What do you see as the biggest needs in the low-income community?</i></p> <p><i>Adequate emergency housing.</i></p>
<p>Questions: (Please answer specific to Rancho Cordova when possible, and if not, then specify that it applies to different area)</p> <p><i>What are the most essential a) educational needs and b) social service needs of the youth population?</i></p> <p><i>Educational Needs –</i></p> <p><i>Free tutoring programs that will engage students after school</i></p> <p><i>Social Services –</i></p> <p><i>Teen Mentors</i></p>

<p>Meals on Wheels TOPIC: SENIORS</p>
<p>Questions: (Please answer specific to Rancho Cordova when possible, and if not, then specify that it applies to different area)</p> <p><i>1. What are the most essential a) housing needs and b) social service needs of the senior population?</i></p> <p><i>A) Housing Needs</i></p> <p><i>N/A</i></p> <p><i>B) Social Services</i></p> <p><i>N/A</i></p> <p><i>2. What are the major challenges facing seniors in Rancho Cordova today?</i></p>

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<p><i>Access to affordable housing appropriate for seniors' needs (ie. one story, wide hallways and doorways to accommodate mobility devices, few steps/stairs)</i></p>
<p>3. What percentage of seniors do you believe are homeless in Rancho Cordova?</p> <p>8-12%</p>
<p>4. Does Rancho Cordova's housing supply meet the needs of the senior population's housing needs? Please explain why.</p> <p><i>Older adults are the most rapidly growing age group and therefore, our senior housing needs to increase to accommodate it. There needs to be a diverse selection of housing, not all want to live in a complex or senior neighborhood, there needs to be available homes on the market that fit the current and future needs of seniors. Also, future needs of the seniors need to be taken in account, they often have additional health needs/issues after downsizing/retiring.</i></p>
<p>5. Does Rancho Cordova contain sufficient housing for senior households at all income levels, particularly low-income? Please explain why.</p> <p><i>Most homes are built to industry standards, which doesn't include options mentioned in #2 above that would make the lives of seniors much easier as they age. Incorporating those into the city's housing plan would be a good step into creating more housing units that serve everyone, not just seniors.</i></p>
<p>6. What services does your agency provide to seniors? Does your organization work together with any other local organization?</p> <p><i>Home delivered meal service and café meal service (when Neil Orchard Senior Activity Center is open).</i></p>

<p>ONE Community Health TOPIC: HIV/AIDS Service Providers</p>
<p><i>Note: Data/responses might not be specific to Rancho Cordova but from the County or Region. Whatever the geographic area, make sure to specify which area is being discussed</i></p>
<p>1. What characteristics describe the HIV/AIDS clients and the families you serve? What services do you offer?</p> <p>Services Offered:</p> <ul style="list-style-type: none"> • Medical • Dental • Behavioral Health • Case management • Pharmacy • Assistance for special needs • Rental assistance • HIV testing

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<ul style="list-style-type: none"> • Partner services (Help patient tell partner about HIV Positive status) • Substance Abuse treatment <p>Demographics of Persons living with HIV/AIDS in Sacramento County 80 percent Men, 19 percent Women, 1 percent Transgender 24 percent African American, 16 percent Latino, 2 percent Other, 58 percent White</p>
<p>2. What is the approximate size of the population living with HIV/AIDS in Rancho Cordova?</p> <p>5500 persons living with HIV in Sacramento County Main transmission methods: MSM (male to male sexual contact) and Heterosexual contact</p>
<p>3. If you provide homeless services, please list the services your agency provides to complement homeless services:</p> <p>Work with homeless, have homeless navigator for drug treatment, housing accommodation, food, health care, and ensuring compliance with HIV care</p>
<p>4. If you provide housing services, please briefly list the housing services that you provide residents. What do you believe are the most immediate housing needs for individuals with HIV/AIDS?</p> <p>Most important needs: Affordable housing.</p>
<p>5. As a service provider, list your agency's biggest challenges (internally) to providing needed services to client? (i.e. minimal grant funds available; staff turn-over, etc)</p> <p>Biggest challenge: Persons living with HIV/AIDS and comorbidities (substance abuse, mental health issues) - May mean they are unhealthy or won't adhere to medical plans.</p> <p>Sacramento county has very little mental health care services, which is a very important need.</p>
<p>6. As a service provider, list your agency's biggest challenges to providing needed services, as it relates to your clients? (i.e. clients have multiple and too many problems; client has limited resources to access resources)</p> <p>Answered in previous question.</p>
<p>7. What new programs/services would you like to see brought to City of Rancho Cordova to assist its residents?</p> <ul style="list-style-type: none"> • Transportation is a barrier at times, Need improvements to transportation services. • More preventative information • Distribute PrEP (Pre-Exposure Prophylaxis) - Reduces transmission of HIV among HIV-negative individuals when combined with safer sex practice. There is no reason not to have PrEP as there are multiple ways to receive it at low or no cost. People just don't know about it. Unfortunately, probably under 1,000 people within the County are on PrEP. • Unable to get good data regarding prevalence/usage of PrEP
<p>8. How many cases/ clients are you currently serving?</p>

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About 2,800 persons living with HIV/AIDS across the County
Zip Codes in Rancho Cordova are not HIV/AIDS hotspots, South Sacramento is.

**Resources for Independent Living
TOPIC: DISABLED POPULATION**

Questions: (Please answer specific to Rancho Cordova when possible, and if not, then specify that it applies to different area)

1. What are the most essential a) housing needs and b) social service needs of the disabled population?

A) Housing Needs

Affordable and accessible housing. Many times accessible doesn't get in, it must be both! No point of an affordable house if its not accessible. The existing housing stock in City is not fully accessible. Affordability make less than \$12,000 per year.

B) Social Services

Want same services as everyone else. Walkability, close to transportation.

2. What are the major challenges facing persons with disabilities in your community today?

Lack of affordability. Many with disabilities are underemployed. How are we going to afford a livable home on a low wage. Living on social security.

COVID – people with disabilities are disproportionately affected. Tend to be represented in low income and POC communities.

Many with disabilities are not in community, but in nursing homes. How do we age in place so we aren't institutionalized in nursing homes.

3. What percentage of disabled persons do you believe are homeless in Rancho Cordova?

Don't have City specific, but for Sac County. People who are chronically homeless are over-represented as chronically homeless. Chronically homeless/disabled are overrepresented.

New shelter program – from River District to shelter. What about people in wheelchairs? Don't think about paratransit.

Tinyhomes are good but definitely not accessible. Should be an ADA Access plan for people with disabilities, not just mental health.

4. Does Rancho Cordova housing supply meet the needs of disabled persons' housing needs? Please explain why.

Not a lot of City specific information. County wide, important to

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ADUs, Granny Units – how do we incentivize people to build accessible ADUs/detached units. Should invest for a mix of affordable/accessible housing.

Universal design – Design for greatest number of people to live in unit. Can be adaptive to seniors, persons with disabilities. People with disabilities are part of every group.

5. Does Rancho Cordova contain sufficient housing for households with disabled individuals living in them at all income levels, particularly low-income? Please explain why.

In general, people with disabilities at higher income aren't always thought about. Lowest of low get thought of, but middle income disabled people need to be thought of. Going back to Universal Design Ordinance.

6. What services does your agency provide to Disabled persons? Does your organization work together with any other local organization?

Planning for a collaborative "no wrong door". Formed MOUs, and ready to go. To provide home modifications. Need funding. READY to make it happen.

Need separate pool of funding to be more effective.

**Resources for Independent Living
TOPIC: SENIORS**

Questions: (Please answer specific to Rancho Cordova when possible, and if not, then specify that it applies to different area)

1. What are the most essential a) housing needs and b) social service needs of the senior population?

A) Housing Needs

In addition to persons with disabilities. Need care givers to age in place. A lot of seniors are middle class and on a fixed income – in order to access services, they may need to spend down their wealth to access. Making sure that people who aren't just the poorest can access care. The majority of people – there is a study that most care givers are family members. Respite for care givers.

Care giver referral program, but not enough to meet need. Huge aging boom by 2030.

A barrier to seniors, is that they don't want to be seen as disabled.

B) Social Services

2. What are the major challenges facing seniors in Rancho Cordova today?

Affordability of housing. Every municipality – seniors on fixed income can't afford rent. Right after COVID, 42 calls all being evicted cause they can't keep up with the rent. More rental assistance is important.

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Housing stock for where people can go. What are the unused housing opportunities? ADUs or rooms in homes. Very important.

3. What percentage of seniors do you believe are homeless in Rancho Cordova?

Senior population that is homeless is growing all over Sac County. According to PIT count, more senior homeless than during last PIT count.

4. Does Rancho Cordova's housing supply meet the needs of the senior population's housing needs? Please explain why.

No. Will not meet the boom we will have. If a senior has to give up driving, they won't have opportunity for amenities. Must be transit oriented. If not, social isolation.

6. What services does your agency provide to seniors? Does your organization work together with any other local organization?

Provide advocacy/resources to all parts of population. Housing search assistance – give list of affordable units. Do not have any housing as an organization. Care Giver referral list. Assistive devices/technology – for stroke. IPADs for communication after stroke. 200 assistive devices. Voice options program. Help secure them on a long term basis. Most popular program for seniors.

Advocate for livable/accessible communities. Not allowed to lobby because they have federal dollars. But do expert testimony on older adults/disabilities.

Sacramento Steps Forward

TOPIC: HOMELESSNESS

Questions:

Terms: (PC's quick definition)

Unaccompanied youth - a youth that is not in legal custody of their parent

Unsheltered Homeless – individuals who sleep in places not traditionally meant for habitation (i.e. car, box, outside)

Sheltered Homeless – individuals who are sleeping in an emergency or temporary shelter that is suitable for living

Homeless overview:

- a) What are the "number of persons becoming" and the "number of persons exiting" homelessness each year (for each group)?*

Follow up with PIT Count. HMIS Data – Dashboard that is released in September.

- b) What are the average number of days a person experiences homelessness, for chronically individuals/families, for families with children, veterans, and youth:*

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System performance measures. Do they break it down this way? 2019 performance measures that we can send you

Housing problems: *What are the most common housing problems in Rancho Cordova? (Ex: Overcrowding, cost burdened, lacking complete plumbing, lacking the complete kitchen facilities)*

Not able to answer. Lack of political will to approve housing opportunities.

Homeless needs: *What are the greatest needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth)?*

High percentage of unsheltered in pit. 75% unsheltered. Immediate need is to provide adequate sheltering and services. Housing is number one issue.

Newly homeless: *What are the characteristics and needs of 1) individuals and 2) families with children who are currently entering the homeless assistance system or appearing for the first time on the streets?*

Do not know off top of head. Digging into data into this currently.

PIT Count will have this data. What do they need to resolve homelessness? In PIT survey.

-1. Individuals

-2. families with children

At-risk of homelessness: *What are the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered?*

Point to PIT count. There is detailed information about subpopulations.

Previously Homeless: *Would you please discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance?*

Needs are ability to increase income, ability to manage housing payment without subsidy. OR need permanent supportive housing because they are unable to overcome barriers.

Housing Instability: *What are the specific housing characteristics that have been linked with instability and an increased risk of homelessness in Lodi? Ex: housing cost burden; overcrowding; substandard housing conditions; etc.)*

Number of factors, financial hardship, lack of income, lack of employment, lack of resources: health care, childcare.

ATTACHMENT A: Community Engagement – Stakeholder Consultations



**Rancho Cordova Community Development Block Grant
(CDBG) Program – Stakeholder Consultations**

Complications from physical health and mental health.

To the best of your knowledge, do renters experience these characteristics at greater occurrence than homeowners?

Yes. Haven't seen the foreclosures like in 2008, but this may change. Seniors with fixed income would have difficulty

Housing Availability:

3. Does the availability of housing units meet the needs of the population? Yes or No. Please describe how.

No. The data shows this.

4. Describe the need for specific types of housing.

In general, look to RHNA numbers to help. Not enough, low income housing being produced. Not growing enough senior.

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Folsom Cordova Community Partnership -Program Participant Interview

The following interviews were completed by youth and their family members that participate in Folsom Cordova Community Partnership's youth mentoring program:

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

When asked if she remembered the group and what it was, the youth responded that she did remember the group and that "It was very fun".

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

The youth seemed to really enjoy the group and mentioned that she really liked it. She also mentioned "I haven't been in many clubs before, so it was nice" and that she made a lot of new friends in the group that she still talks to and is close with to this day.

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth mentioned that she did not have any questions about the group, but did say that initially she "wasn't sure what it was called or what it was entirely about at first" and due to so, her mother was also unsure of if there was a group she was in. The mother confirmed this and said it was due to the name of the group being vague. However, she also mentioned that when she asked the Partnership this question, that she received a timely response and understood what the group was for and what it was after asking more about it.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

The youth responded by saying "Definitely. I got to know the people in it a lot, and it helped me with being social with more people, I didn't have many friends at the time before the group." She expressed gratitude for being able to make more social connections with people she continues to keep in touch with. The youth also expressed that a key improvement could be explaining the group more during initial first contact about it and giving it a more specific name and that doing so would raise the possibility of more students and parents wanting to get involved.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

The youth mentioned that she believed so and that she thought "it was a good group to have on campus, and that it was even helpful to some other girls too" and that there is definitely a need for a

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Folsom Cordova Community Partnership -Program Participant Interview

group like it on campus for other students who may not have many social connections but are more reserved in personality.

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

The youth and her father recalled that the service provided was an after school program at the youth's middle school.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

The youth mentioned that she liked the program and said "the [Financial Empowerment] games they taught us were very useful, I learned how to use a credit card!"

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth's mother mentioned that the communication between the Partnership and her family was good because they helped to clarify any doubts about the program that she and her family had.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

The youth responded by saying that she was positively impacted by the program and said "I'm not shy anymore like I used to be before the program."

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

The youth's mother said that she believes there is a strong need for more services like the one the youth was a part of. In addition to this, she also mentioned that "there are more needs in the community, [such as how] we need more information about college. I think a lot of people and students need programs talking about that".

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Folsom Cordova Community Partnership -Program Participant Interview

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

Both the youth and her mother recalled the services as “group mentoring”.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Youth’s mother: Satisfied but mentioned that the youth did not talk much about it at home but that she could tell that her daughter had a fun time and enjoyed the group and therefore, the service did meet her needs.

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth and her mother commented on how they would have appreciated if there was more clarity in the beginning as to what the service was as the youth and her family did not entirely understand what it was at first nor why the youth was in it. Concerning communication, the youth’s mother said that the Partnership called several times during the stay at home orders and throughout the school distance learning. While the family was doing fine and did not need the additional support, she appreciated that “the Partnership was always willing to help if needed.”

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Both the youth and her mother agreed that it impacted her (the youth) in a positive way but that it could have been more impactful if there was more clarity in the beginning, as the purpose of the service and reason why the youth was in it was not initially understood.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

The youth expressed that she was not really sure but knew there were a lot of programs and services, “plenty of services for people that want the assistance” and the youth’s mother agreed.

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Folsom Cordova Community Partnership -Program Participant Interview

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

Youth: A mentoring group after school.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Youth: Satisfied with the group and said it met his needs in the sense that he thought it was good for time passing as there “wasn’t too much to do at home”.

Youth’s Mother: Very satisfied. She said that she thought “the groups are good for the kids to get involved in” and that she liked the topics that were discussed during the group.

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth understood the group and the activities throughout the entirety of his participation in it. His mother expressed that while for the most part the service being provided was understandable, that “In the beginning though, I had some questions about the group and what it was for, things like that”. She mentioned that whenever she had a question or needed clarification on things going on with the group that her calls “were always answered right away, there was a quick response time.”

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

The youth mentioned that unfortunately, he was not able to participate in the full length of the group as he went on a long family trip to another country, but that overall, it was a fun experience and that he did learn a bit more than what he already knew such as during the part of the group where financial literacy was discussed.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Folsom Cordova Community Partnership -Program Participant Interview

The youth expressed that he did not think there was necessarily a need for more services such as the mentoring group he was in and that it was more of an “extra thing for some people to enjoy”. He also brought up how during the time he was in the group that there were not many people in it and therefore there was not much of a need for additional services like the group he was in.

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

The youth and her father recalled the service being a mentoring after school group.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

The youth really enjoyed the group and liked the people in it. The family had just moved to the area, and the group helped her make friends that she still keeps in touch with.

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

While the youth had no questions about the group during the time it was in session, the father felt that any questions he had about the group were answered in a good timeframe

4. Has the group you participated in impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Very positive impact. The youth was able to make new friends in the area they had just moved to. She also mentioned that it showed her how to spend money and that she learned about the different ways to earn and spend it from the group. Neither the youth nor the parent felt like there were any other improvements the group needed.

5. Is there a need in your community/school for more services/groups like the one you were in? What other groups do you think are needed by people in your community and at your school? How many people do you believe need those services?

The youth was not sure, as the group was the only after school club activity she was in. But she did mention that she had not really heard about any similar groups like it on campus. She also mentioned that she liked the art class at school and enjoyed what they did.

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Folsom Cordova Community Partnership -Program Participant Interview

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

The youth and her mother replied that the services provided by the Partnership was a middle school mentoring group.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

The youth said that she liked the program and that “it was very useful because they taught me many things.” She also mentioned that she liked how she got to work with and get to know other people in the group.

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth’s mother said that the communication between the Folsom Cordova Community Partnership and herself was good and clarified any doubts or questions that the family had about the program.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

The youth had said that “the way the group impacted my life is because now I can work with other people and socialize more”.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Folsom Cordova Community Partnership -Program Participant Interview

The youth's mother said that she did think that there was a need for services like the one the youth was in so that "more people can talk to the children and give them advice and tell them to stop bullying others" she also mentioned that "we [parents] need more advice on how to guide young people" and that services like the group are really needed for young people in general.

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

The youth did not recall the services provided until reminded more about what the mentoring group was about and the mother mentioned that the youth is shy and did not talk about school much in the home.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

The youth mentioned that she liked the group in general from what she remembered of it

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth's mother did not have questions about the services while the youth was in them, but upon hearing about the group, she (the youth's mother) was interested in having the youth join an additional time if possible.

4. Has the group you participated in impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Youth: As the youth could not really recall the group too much, she could not say what kind of impact the group had on her.

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Folsom Cordova Community Partnership -Program Participant Interview

Youth's mother: The youth's mother said that she liked the group once I explained more about what it was.

- 5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?**

The youth's mother expressed that she does see a need for services such as the one the youth was in, especially now during the pandemic as youth do not have the chance to socialize as much as they used to before distance learning.

Please answer the following questions to the best of your knowledge.

- 1. What service(s) did you receive from Folsom Cordova Community Partnership?**

The youth mentioned that he remembered the service provided, and recalled it as a "mentoring after school program"

- 2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?**

The youth mentioned that he thought the "program was excellent".

- 3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?**

The youth said that the program helped him a lot and that overall, there was great communication between the Partnership and his family.

- 4. Has the group you participated in impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?**

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Folsom Cordova Community Partnership -Program Participant Interview

The youth said that “the group impacted my life because I had a better communication with others” and did not see any improvements that needed to be made.

- 5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?**

The youth said that he thinks there is a need for more services like the program he was in and that it should be for middle school students and younger.

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Rebuilding Together Sacramento - Program Participant Interview

The Following interviews were completed with recipients of Rebuilding Together Sacramento’s Critical Repairs program:

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Rebuilding Together Sacramento?

Roof Replacement, Handy cap railing in front of door and side door. Last month.

Gave a bag full of safety items, masks, smoke detectors.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Yes. Thank you. Had severe trouble. Satisfied for service.

3. Describe the communication between the Rebuilding Together Sacramento and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

People are fantastic. Especially Molly. Wonderful lady. Immediately answered all concerns. Met a couple of staff/contractors during inspection. Meant for social work in their life.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Definitely positive. Totally drowned in worries about roof. Did some things by himself, but did not have financial stability to have it fixed. Used to climb up and do something but would never work. Came to my rescue when I approached them. Everything went well. Would not say if they have to do anything more. Water was coming through ceiling in one of rooms. Very worried. Had to keep buckets and towels around. Was very stressed. Maybe someone else besides me may need more than me. But they would do it if necessary.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

To be honest. Don’t know if neighbors need this service. No one spoke with me about it. Spoke with everyone with who could fix the roof. Probably someone may need (next door neighbor), they are rented, but owners. Cordial with each other. In my neighborhood, maybe further out, houses might require service. Bought house from SHRA, asked the officer about it. Something beyond my limitations. Sent email and replied back, talked with her. Explained situation, could they help in any way. No, but other agencies to contact. Very helpful, very enthusiastic. The following morning, the agency was not

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Rebuilding Together Sacramento - Program Participant Interview

able to help because we live in City of Rancho Cordova. Gave contact for RTS. Called in February or March.

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Rebuilding Together Sacramento?

Took and had a lift installed for Husband and put in new stairs for me and my son.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Yes. In fact, they had to come out this morning and work on lift. There was a factory flaw that they fixed.

3. Describe the communication between the Rebuilding Together Sacramento and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

Oh yes. Molly explained everything about getting the services started, how it was going to work, who was going to be doing what.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Yes. Before, you would have seen my stairs themselves. They had had it. My husband had a hard time going up and down them. It was absolutely wonderful after installation and not fall

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

Yes, but molly and I have been talking about that. Veterans at home will work with her to get a shower in the bathroom.

I thank RTS. I didn't know they did that and its what people our age need.

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Rebuilding Together Sacramento - Program Participant Interview

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Rebuilding Together Sacramento?

Patio roof and plumbing. This week.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Nice to work with, very accommodating, very bless.

Yes absolutely.

3. Describe the communication between the Rebuilding Together Sacramento and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

Yes absolutely. Very helpful in making sure we understand. Very accommodating.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Yes absolutely. They're helping with things I cannot do myself financially. True blessing.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

I don't know about that. Of course there are homes I drive by and wonder if they know about the program.

Sure more people could use help. Most people don't know it exists. Found it by researching help from County. Appreciate everything they've done, even critical repair program. Blessing and spreading word to people.

ATTACHMENT A: Community Engagement – Program Participant Interviews



Rancho Cordova Community Development Block Grant (CDBG) Program – Rebuilding Together Sacramento - Program Participant Interview

Please answer the following questions to the best of your knowledge.

6. What service(s) did you receive from Rebuilding Together Sacramento?

Air Compressor for air conditioning, tomorrow they will put in a new furnace.

7. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Yes. absolutely. Tim Griffin and Molly were helpful in every way.

8. Describe the communication between the Rebuilding Together Sacramento and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

Yes, they were. Absolutely. If they were not available and I left a message they called back as soon as possible. They were very good.

9. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Yes, it has indeed. If it wasn't for them, I would be melting in 107-degree heat.

10. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

Hard to tell. I am old and I don't go out very much, so I don't meet a lot of people. But I'm sure there is a need in my community for more of this. They have been good to me. Another person called and brought me a bag full of light bulbs, electric strips, flashlights.

Nothing but good experiences with RTS. Nicest people I've ever met and very kind.

ATTACHMENT A: Community Engagement – Community Needs Workshop: Participant Questions



Rancho Cordova Community Development Block Grant (CDBG) Program

Rancho Cordova 2021 CDBG NOFA Meeting – August 7, 2020

1. Who are the hardest population to reach in the community? How might we find better ways to reach these people?
 - a. Meals on Wheels - Non-English speakers, limited translation abilities, mostly limited to staff who speak other languages
 - b. Sacramento Self-Help Housing - Navigator Program is reaching hard to reach people, but some people may not be reachable.
 - c. City Housing Division – Seniors, homeless couch surfers
 - d. Folsom Cordova Community Partnership – Does the City have a relationship with School district homeless liaison?
 - i. Seek out bilingual “mentors” to support non-English speaking families or have staff with second language skills
 - ii. Mentors are found through the colleges in Rancho Cordova, young adult students who want to engage in mentor activities
 - iii. Seek students who are willing and able to work with different demographics
 - iv. Colleges have volunteer point person who will connect students to opportunities
 - v. Find mentors with different language skills/hard to find language skills through connections with colleges (American River College)
 - e. Rebuilding Together - Try to reach out to homeowners, but they don’t believe the services are real/free
 - i. Connections with English Language Learners and Immigration groups

2. How does your organization typically communicate with its participants? Have there been any issues with this form of communication?
 - a. Rebuilding Together – Seniors don’t typically use email, so its usually in person or over phone, no noticeable issues with phone access. Most are landlines. Biggest challenge is when they don’t answer their phones or when voicemail is full. Contractors sometimes find it difficult to contact recipient. Challenging when there is a third party.
 - b. City – Perhaps provide phone training for voicemail checking. Some participants are not good with social media.
 - c. SSHH – Working on issue of communication. Trying to increase communication with public. Encouraging through website upgrades, Ranch Cordova Hearts website, Hearts Together website, Hearts newsletter. Libraries, senior centers are closed.
 - i. Number of languages available: Russian, English Spanish, and phone services for more obscure languages
 - d. FCCP – Family resource center opening limited hours, appointment preferred. Ken to provide Robert flyer to put in center. Robert to also send out on social media channels

City of Rancho Cordova Notice of Funding Availability (NOFA) and Public Meeting for Community Development Block Grant (CDBG) 2021 NOFA, Applicant Workshop, and Community Outreach

*NOTICE is hereby given that on **Friday, July 24, 2020** the City of Rancho Cordova will release applications and funding criteria for the 2021 Community Development Block Grant (CDBG) program year, and on **Friday, August 7, 2020**, there will be a NOFA application and a community needs workshop held with residents and local community stakeholders.*

The City expects to receive approximately \$600,000 in CDBG funds for the 2021 program year and welcomes applications from eligible non-profits and public agencies to help provide public services and capital improvement projects intended to benefit the quality of life for the city's low- and moderate-income residents.

*The community is invited to attend this meeting on **Friday, August 7, 2020** to provide citizen-feedback on priority needs in the City. The information gathered from this meeting will be used to guide where CDBG funds are allocated in the upcoming Annual Action Plan*

*Applications will be released on **Friday, July 24, 2020** and will be available online through the City's website at www.cityofranhocordova.org. All applications must be submitted via e-mail to the appropriate City staff.*

Applications will be due Monday, August 31, 2020 at 5:00 pm. Late applications may be rejected.

*Potential applicants for CDBG funds must attend the **MANDATORY** application workshop, community needs, and stakeholder outreach meeting to be held **Friday, August 7, 2020 at 3:00PM via virtual conference call**. If you would like to attend this virtual meeting, please contact Stefan Heisler (sheisler@cityofranhocordova.org) at (916) 851-8757, or Chance Finley-Ross (cfinleyross@cityofranhocordova.org) at (916) 851-8688 to arrange for call-in attendance and for general questions.*

The release of this notice is part of the City's public notice requirements for the City to provide information on its activities to the public and to provide the public an opportunity to review and comment on those City activities.

Thank you for your interest in the CDBG program.

NOTICE REGARDING CHALLENGES TO DECISIONS

Pursuant to all applicable laws and regulations, including without limitation, California Government Code Section 65009 and/or California Public Resources Code Section 21177, if you wish to challenge in court any of the above decisions (regarding planning, zoning and/or environmental decisions), you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice/agenda, or in written correspondence delivered to the city at, or prior to, this public meeting.

ADA COMPLIANCE STATEMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Department at (916) 851-8720. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Printed in the Grapevine Independent on July 10, 2020

2021 CDBG Application Workshop

August 7, 2020



ZOOM Housekeeping

- Program Staff (Presenters):
 - Stefan Heisler (Program Coordinator)
 - Chance Finley-Ross (CDBG Specialist)
- Participants are muted; You can request to be unmuted
- A recording of this presentation and the presentation slides will be available on the City website and by request
- Please enter questions in the chat box – we will take these at the end of the presentation

Meeting Agenda

Time	Activity
3:00 - 3:05 p.m.	Introductions
3:05 - 3:20 p.m.	<ul style="list-style-type: none">- CDBG Overview- Program Year Cycle- Review 2021 Program Year Application/Process
3:20 - 3:35 p.m.	Review Questions from Applicants and Other Attendees
3:35 - 4:00 p.m.	Stakeholder Feedback: <ul style="list-style-type: none">- Subrecipient/Public Service- Communication/ Outreach discussion- Staff Feedback
4:00 - 4:10 p.m.	Final Comments

CDBG BASIC INFORMATION

- Administered by the U.S. Department of Housing and Urban Development (HUD)

HUD CDBG Goals:

- Provide decent, safe, and sanitary housing
- Provide a suitable living environment
- Expand economic opportunities

Activity Eligibility

Eligible activities must meet one of HUD's CDBG National Objectives:

- Principally benefit low- and moderate-income persons, defined as families and individuals whose household incomes do not exceed 80% of a jurisdiction's median income;
- Aid in the prevention or elimination of slums or blight; or
- Meet an urgent need by addressing conditions that pose a serious and immediate threat to the health and safety of residents.

Eligible Organizations

- City Departments
- Government and Quasi-Government agencies
- Non-Profits and Non-Profit Partnerships
- For-Profits for Economic Development Projects

Eligible Costs

- Personnel/staff (salary and benefits)
- Office/facility rental or lease costs
- Materials and supplies
- Communications
- Travel/mileage

*For any items not listed here, please check with staff

Ineligible Costs

- Programs that do not meet one of the 3 National Objectives
- Programs or services that promote religion
- Political activities
- Marketing, incentives, or fundraising
- Payment of debt or expenses incurred prior to agreement
- Entertainment, furnishings, or personal property
- Generally equipment, unless necessary to implement an eligible activity
- Food, unless essential to achieving program goals

2021 CDBG Program Year

2021 Program Year Timeline:

January 1, 2021 – December 31, 2021

Q1(Jan-March) - **Q2** (Apr.-June) - **Q3**(July-Sept.) - **Q4** (Oct.-Dec.)

2021 Program Year City Allocation: (Estimate)

Appx. \$600,000 (*official award announced in Spring 2021)

Planning and Admin Cap:

20% of total City Allocation (\$120,000)

Public Service Activities Cap:

15% of total City Allocation (\$90,000)

Capital Improvement Activities Cap: No Cap

2021 Application Process

Applications Open:

Friday, July 24, 2020

Applications Due:

Monday, August 31, 2020 by 5:00 pm

Draft Funding Recommendations:

Monday, October 19, 2020

Council Approval of Funding Awards:

Monday, November 2, 2020

Application

2021 CDBG Application and Instructions:

- Available on the City Website here:

<https://www.cityoffranchocordova.org/departments/community-development/housing/community-development-block-grant>

If you are applying for CDBG funds for the first time:

- We encourage you to contact City staff and discuss your project to determine CDBG eligibility
- Make sure your insurance documents are available and current
- Consider whether you will be able to gather the required reporting and demographic information and that you have a clear understanding of the administrative requirements

Setting Goals

- It is important to be realistic in estimating the number of people served by your program
- Include only Rancho Cordova residents in your goal
- Your goal cannot be lower than the number of Rancho Cordova residents you serve now
- Roughly estimate the number of low- and moderate- income people if you don't already have data
- For Limited Clientele projects and programs, a minimum of 71% of participants must be low-moderate income

Application Submittal

Due to working remotely, e-mail will be the only form of application submittal:

- Please email to Chance Finley-Ross (cfinleyross@cityofranchocordova.org)
and Stefan Heisler (sheisler@cityofranchocordova.org)
(no more than 40 MB in one email)
- Call Stefan Heisler at (916) 851-8757, or Chance Finley-Ross at (916) 231-2246 if you have any questions

Grant Application Ranking

- Low-mod Income Benefit - Youth Services, Senior Services, Neighborhood Revitalization Activities
- Experience and readiness to implement the activity
- Ability to complete the project within the program year
- Leveraged funding and collaboration
- Cost Reasonableness/Effectiveness
- Past Performance
- Completeness of Application

WHAT HAPPENS IF YOU ARE SELECTED TO RECEIVE A GRANT

**(Keep this information in mind for
your application)**

Basic Information

- All awardees will sign a contract (agreement) with the City
- Agreements will have a scope of work and a budget (for CDBG funds only) that you will need to adhere to
- **All agreements will run from roughly January 1, 2021 to December 31, 2021**
 - Proof of insurance coverage required
 - The City will pay you on a quarterly basis for funds expended

Required Reports

- Intake sheets – every organization is **required** to record information on ethnicity/race, family characteristics, and income
- Quarterly reports – summary reports that show demographics of people you have helped (information from intake sheets)
- Quarterly invoices – detailed description of funds spent with supporting documentation
- These reports are required to be reimbursed for expenses

Technical Assistance

- We are always available to help you to understand our forms and requirements
- Once a year, we may complete a monitoring visit where we look at your financial information (e.g., invoices) and intake sheets
- Files on CDBG-related funds and requirements must be maintained for five years

Questions about
application process?

THANK YOU



Stakeholder and Community Feedback

Questions for All Attendees

- Who are the hardest populations to reach in the community? How might we find better ways to reach these people?
- How does your organization typically communicate with its participants? Have there been any issues with this form of communication?
- Has communication with other public service providers been satisfactory? Are there any ways that you could think to improve the communication between your organization and other service providers that would help strengthen your organization's mission?

THANK YOU FOR YOUR FEEDBACK

Any other questions or
comments?

ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample

City of Rancho Cordova Application Instructions 2021 CDBG Program Year

GENERAL INFORMATION

The City of Rancho Cordova solicits applications for its anticipated 2021 Community Development Block Grant (CDBG) funds. Eligible organizations are limited to nonprofits and local government entities. Funds awarded will be available on January 1, 2021, with the complete expenditure of awarded funds expected by December 31, 2021. Applications received will be considered for the 2021 funding.

The application is available to download from the City's CDBG webpage:

<https://www.cityofranhocordova.org/government/community-development/neighborhood-planningprojects/community-development-block-grant>

Applications must be received with all required materials by Friday, August 31, 2020 at 5:00 p.m.

Please see the 2021 Notice of Funding Availability on the City's website for more information.

All parts of the application, including all attachments must be submitted by the deadline. Applications must use the required forms and include all required attachments. If you have not previously received CDBG funding, please contact City staff for assistance in determining the eligibility of your proposed project.

2021 FUNDING

Annual allocations of CDBG funds are made by the federal government after the federal budget is approved. The actual amount of funding available under this application will be revised once the City receives an award notification from US Department of Housing and Urban Development (HUD). For planning purposes, the City estimates receiving approximately \$600,000 in CDBG entitlement grant for the 2021 program year.

Please note that 20 percent, or approximately \$120,000 of the annual funds will be allocated to program administration, and 15 percent will be available for public services (HUD limits public services spending to a maximum of 15 percent of the grant award). Thus, approximately \$90,000 will be available for public service programs, and the remaining \$390,000 will be available for capital improvement projects.

ELIGIBLE ACTIVITIES

CDBG may be used for a number of activity types. This application is for nonprofit organizations and public agencies to provide public services, make improvements to public facilities, or address housing needs. All funded activities must primarily benefit low- and moderate- income persons. Please reach out to CDBG program staff (contact information below) to inquire about the eligibility of your proposed project.

APPLICATION SUBMISSION

ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample

Only complete applications will be accepted; applicants should check to make sure they have answered all questions and provided all attachments. Applications must be submitted by email. Word, Excel, PDF, and JPEG are the preferred forms of documents.

Submittal by Email: email the application and attachments to Stefan Heisler (sheisler@cityofranchocordova.org) and CC Chance Finley-Ross (cfinleyross@cityofranchocordova.org) (No more than 40 MB in attachment size), and clearly label the e-mail as “2021 CDBG Application” in the subject line.

Applicants will receive an email confirming the timely receipt of the application. Applicants should make sure they receive this email confirmation and should confirm that they have received this receipt.

APPLICATION REVIEW CRITERIA

Proposed activities will be evaluated on the following criteria:

- **Benefit to Low- and Moderate-Income Persons** - Activities providing a clear benefit to at least 70 percent very low, low- and moderate-income persons or households will be ranked higher than those that do not.
- **Readiness to Proceed** - Project will be evaluated for feasibility of implementation, overall and within the allotted program year time frame.
- **Cost Reasonableness and Effectiveness** - Budgets will be reviewed to determine completeness and reasonableness of all costs related to the request for CDBG funding, as well as cost against benefit. All budgets should factor in the most recent cost estimates available.
- **Activity Management and Implementation** - Applicants must demonstrate the ability to carry out the proposed activities. Each applicant will be evaluated on experience, administrative capacity, and financial management. For organizations which have previously received CDBG funding, performance in prior years will be considered.
- **Experience** - The City will evaluate the applicant’s experience implementing similar programs or projects.
- **Past Performance** - For grantees receiving funds from the City in the past five years, the City will evaluate timely expenditure of funds, record of report submission, and progress in meeting identified goals. Applicants who have not received City grants in the previous five years will receive higher points in this category.
- **Matching Contributions** - Consideration will be given to the amount of non-CDBG funds committed to the project. The greater the financial support or leveraging from local and other sources, the greater the potential impact that CDBG funds will have on meeting local community needs.

STAFF CONTACTS

If you have questions or comments on CDBG funding or this application, please contact:

Stefan Heisler
Housing Manager
City of Rancho Cordova
(916) 851-8757

sheisler@cityofranchocordova.org

OR

Chance Finley-Ross
CDBG Program Specialist
Michael Baker International
(916) 231-2246

cfinleyross@cityofranchocordova.org

ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample

**Community Development Block Grant (CDBG)
2021 Annual Action Plan
Application Questions
City of Rancho Cordova**

Applicant Name (Agency or Non-Profit):

Primary Contact:

(Please indicate the authorized signatory of your organization/agency, e.g. executive director, president, or equivalent.)

Name:

Address:

Email:

Phone Number:

Program or Project Name:

Important Note: The Performance Period for this 2021 Program Year cycle will be from January 1, 2021 to December 31, 2021.

I acknowledge the above statement.

Are you able to complete this project/program by December 31, 2021? (Social Service projects must be completed by this date.):

Yes, I am able to complete the proposed project/program by December 31, 2021.

No, I am unable to complete by December 31, 2021; the estimated completion date is

_____.

Amount requested for the 2021 funding cycle (Please note that the performance period is from January-December 2021): \$ **XXX,XXX.XX**

Program or Project Description (3000-character limit):

ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample

General Information: Select the category which best describes the type of activity for which funds are being requested.

- Public facilities and public improvements
- Economic development and employment training
- Real property acquisition or rehab
- Public services
- Crime prevention
- Building capacity of community resources
- Code enforcement (reduce blight)
- Homeless facilities
- Fair housing (prevent discrimination)
- Housing rehabilitation or home ownership assistance
- New housing construction (community-based development organizations only)
- Emergency repairs or assistance due to displacement
- Electrical utilities improvements
- Energy conservation and renewable resources
- Other, describe:

Project Eligibility: Which HUD objective does your project or program meet? (Low-income means households earning less than 80% of the area median income.)

- Benefit to low-income individuals or households
- Addresses the prevention or elimination of slums or blight
- Meets a particularly urgent community development need

Project Accomplishments: How will you report your accomplishments? (Individuals means unique persons. Households and housing units are tracked the same but are reported separately. For neighborhoods, please estimate the number of low-income residents in the neighborhood. (If you do not know the number of residents in the neighborhood, please reach out to CDBG staff for guidance.)

- Individuals
- Households

ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample

___ Housing Units

___ Low-Income Area

Project Accomplishments: About how many people/households/housing units will your project or program help?

Performance and Outcomes: What are the goals of your program or project and what community needs will they address? (3000-character limit)

Organizational Capacity: Describe your organization's experience with similar programs/project. (1000-character limit)

Grant Management Experience: Please describe your organization's experience in managing federal and/or state grants. (1000-character limit)

Program Contact: Please provide the contact information for the person directly responsible for managing the program or project on a day to day basis.

Name:

Address (if different than the contact information address on Page 1):

Email:

Phone Number:

ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample

Position or Title: _____

Years of Experience: _____

How many full-time employees will work on your project or program? (Full time is 40 hours per week (please include full-time staff that will work on this project even if they will only be working part time or a few hours a week on this specific project/program). If zero put 0. _____

How many part-time employees will work on your project or program? _____

How many volunteers will work on your project or program? _____

Partner Agencies/Non-Profits: Will your organization be partnering with any outside agencies or groups on this project/program? If so, with whom?

Could your program/project be successful if you received less than your requested grant funding?

- Yes
- No
- Unsure

If you answered "Yes" to the prompt above, please describe the changes your organization will make so that the program or project is successful with reduced funding. (500-character limit)

Please ATTACH your program/project budget for the 2021 program year. (Note the program performance period is January through December 2021. Please attach or include a spreadsheet (Excel) budget that includes all alternative funding, in-kind donations and labor, and any other resources.)

Program/Project Budget for proposed project Attached

Please include the following additional Attachments:

ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample

Articles of Incorporation and By-laws and Amendments

Secretary of State Certification of Good Standing (Online printout/screenshot is acceptable)

Organizational Chart and Agency Mission Statement

Certified Audit (Most recent)

Profit and Loss Statement for most recent year.

Insurance Documents

Other Documents

ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample

Applicant:	
Proposed Project:	
Total Points Earned:	_____ out of 30 points
Scorer Name:	

Y/N APPLICANT HAD A REPRESENTATIVE AT THE MANDATORY NOFA MEETING

Threshold Rating

Staff:	
Y / N	Activity is eligible under CDBG
Y / N	Activity meets one National Objective
Y / N	For public services, the service is new or an expansion of existing service above that which has been previously provided by the City from state/local funds
Y / N	Applicant submitted a complete application (all questions filled out and attachments)
Y / N	Applicant meets all of the threshold criteria above. If so, continue scoring.

- __ 1. Program Budget
- __ 2. Articles of Incorporation and By-laws and Amendments
- __ 3. Secretary of State Certification of Good Standing (Online printout/screenshot is acceptable)
- __ 4. Organizational Chart and Agency Mission Statement
- __ 5. Certified Audit (Most recent)
- __ 6. Profit and Loss Statement for most recent year.
- __ 7. Insurance Documents
- __ 8. Other Documents

ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample

Application Rating

Rating	Scale is 1- 5 (1 is the lowest score; 5 is the highest)
	1. In regard to the HUD objective that is addressed by the proposed project: on a scale of 1-5, how closely does this project's goal(s) address this objective?
	2. On a scale of 1-5, how much of a priority is it for the City to implement this program in relation to current city objectives/goals?
	3. On a scale of 1-5, given City Staff's current capacity, how much of a priority is this project in occupying staff capacity?
	4. On a scale of 1-5, how capable is this organization in managing federal and/or state grants and completing the proposed project within the program year?
	5. On a Scale of 1-5, how closely does this project meet the priority views/ goals of the City's residents?
	6. On a scale of 1-5, how likely is this project to benefit the projected number of target beneficiaries?

GRAND TOTAL: _____ (Max. 30 pts.)

Attachment E: CDBG TARGET AREA MAP

