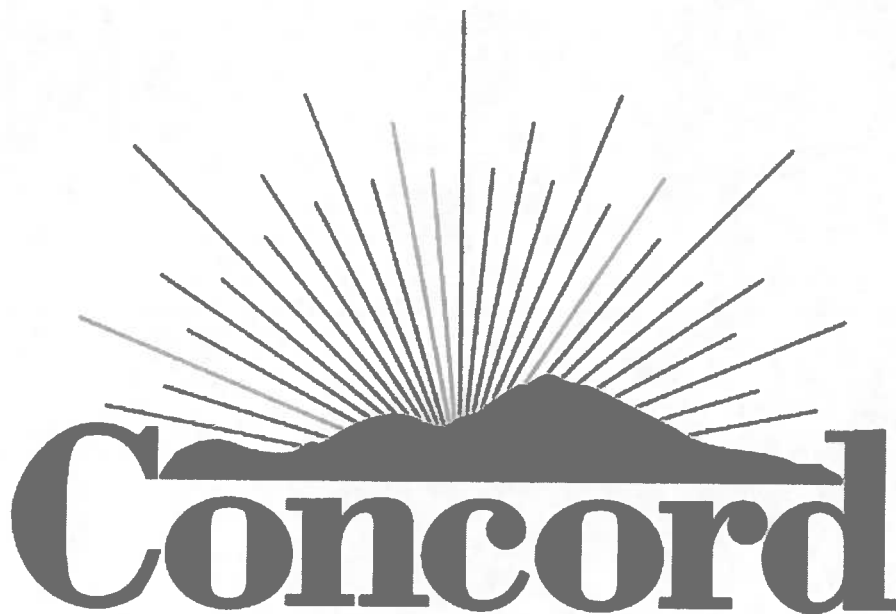


City of Concord

FY 2009-10 Consolidated Annual Performance and Evaluation Report (CAPER)

**For Community Development Block Grant (CDBG) Funding
from the U.S. Department of Housing and Urban Development**



September 30, 2010

City of Concord, California

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I. EXECUTIVE SUMMARY

1. Overview

The Consolidated Annual Plan and Evaluation Report (CAPER) is a “report card” that documents how well the City has met its goals for helping low- and moderate-income residents of Concord with the federal funding distributed under the Community Development Block Grant (CDBG) program. The CDBG program is administered by the federal Department of Housing and Urban Development (HUD). The overall goal of the CDBG program is to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for low- and moderate-income persons.

Title I of the National Affordable Housing Act requires local governments, applying for assistance under certain HUD programs, to comply with the following steps:

- Prepare and adopt a Consolidated Plan, a five year planning document that identifies a jurisdiction’s overall needs for affordable and supportive housing, community planning and economic development, and outlines a strategy for addressing those needs. Since 1990 the City of Concord has partnered with the County of Contra Costa and the cities of Antioch, Pittsburg, and Walnut Creek to form a HUD-approved HOME Consortium that allows the jurisdictions to produce a single Consolidated Plan for all members.
- Submit an annual Action Plan that shows how the jurisdiction will allocate its resources to address needs identified and approved in the Consolidated Plan strategy.
- Publish annual CAPER to show progress in meeting Consolidated Plan and Action Plan goals.

Since June 1993, the City of Concord has been a member of the Contra Costa HOME Consortium, which is comprised of the cities of Antioch, Concord, Pittsburg, Walnut Creek and the Urban County. The purpose of this consortium is to pool HOME Investment Partnership Act (HOME) funds to more effectively expand the supply of decent, safe, sanitary, and affordable housing for very low- and low-income families and households.

In compliance with federal regulations, in May 2005 the County and the Consortium members adopted the FY 2005-2009 Contra Costa Consolidated Plan. Based on an assessment of community needs, the Consolidated Plan identifies affordable housing and community development goals, objectives, and strategies to be implemented by Consortium members over the five-year planning period. The City’s annual Action Plan identifies specific programs and projects to be implemented by the City in the current program year. These projects are consistent with and designed to achieve the goals and objectives identified in the Five-Year Plan.

2. Summary of Objectives and Accomplishments

As required by 24 CFR 91.52, the Concord CAPER for 2009-10 provides an analysis of the progress that the city has made in the final year of the Contra Costa HOME Consortium Five Year (2005-09) Consolidated Plan. The City has achieved or exceeded all goals in both Housing and Non Housing

areas of the Consolidated Plan period of 2005-2010. Please see **Attachment 1 – 5 Year Consolidated Plan Goal Summary**.

3. Summary of Resources and Distribution of Funds

a. Resources

In FY 2009-10, the City of Concord received a CDBG Entitlement grant of \$1,021,808. The City General Fund also contributed \$165,463 of which \$133,866 was utilized for additional Public Services and \$31,597 for Grant Administration. Child Care Developer Funds were also available in the amount of \$79,692, of which \$66,410 was utilized for child care services and \$13,282 for Grant Administration. During the year, the City received \$24,079.81 in Revolving Loan program income.

Please see **Attachment 1 – 5 Year Consolidated Plan Goal Summary** for a detailed accounting of all resources received and distributed in FY 2009-10, including all leveraged funds during FY 2009-10, and throughout the FY 2005-09 Consolidated Plan. To help leverage resources, City policy requires a 10% match for all projects funded at \$10,000 and under, and a 20% match for all projects over \$10,000, although this is not a federal requirement. Matching funds for these projects typically include other federal or state funds, or private funds from foundations and donations.

b. Distribution of Funds – Lower Income Areas

Table 1 below shows the upper quartile of lower income census tracts and block groups in Concord according to the 2000 Census, presented in descending order of percentage of lower income residents. The majority of these block groups constitute the Monument Corridor, and these are highlighted.

<i>Table 1</i>				
<i>Low/Mod Census Tracts in Concord</i>				
Census Tract	Block Group	Total Residents	Total Low/Mod	Low/Mod %
3362.00	5	2460	2063	83.9
3280.00	2	875	717	81.9
3280.00	1	714	555	77.7
3361.02	2	3150	2440	77.5
3361.01	2	3524	2698	76.6
3361.02	3	2171	1586	73.1
3362.00	4	777	542	69.8
3362.00	2	950	662	69.7
3270.00	2	740	468	63.2
3362.00	6	2591	1609	62.1
3361.02	1	1879	1129	60.1
3361.01	1	1661	990	59.6
3372.00	1	784	465	59.3
3381.00	5	3528	2068	58.6
3372.00	3	890	516	58.0
3270.00	1	2120	1192	56.2
3270.00	3	1518	846	55.7

3310.00	1	778	428	55.0
3320.00	6	1026	559	54.5
3382.01	2	230	124	53.9
3552.00	1	295	156	52.9
3362.00	1	753	370	49.1
3310.00	3	827	396	47.9

The City of Concord does not specifically direct CDBG and other funds to serve only the lower income areas in Concord; rather, the funds are utilized to serve lower income persons throughout the City. Please see **Attachment 2** Map to view Concord's lower income areas per the 2000 census data, and **Attachment 3** Map to view the racial distribution in Concord's lower income areas.

II. FIVE YEAR PLAN ASSESSMENT

Attachment 1 – 5 Year Consolidated Plan Goal Summary, details the progress the City has made in meeting its five-year goals for non-housing community development projects. The City was successful in achieving its goals and objectives for the Consolidated Plan. It is satisfied that the planning process and efforts that go into the annual Action Plan development and CAPER reporting help to ensure a solid program with few modifications.

The priorities and strategies established for non-housing community development activities in the Consolidated Plan are intended to improve the livability and viability of our communities. Activities considered for funding must meet priorities for economic development, infrastructure and public facility improvements, the needs of the homeless and chronically homeless, the needs of seniors, youth, families, and special needs populations, and underserved communities. The practice of the City of Concord is to serve a minimum of 90 percent very low- and low-income persons in the Public Service category.

III. ASSESSMENT OF ANNUAL PROGRESS

1. Affirmatively Furthering Fair Housing/Civil Rights Requirements

a. Fair Housing and Analysis of Impediments

The City of Concord renewed the Analysis of Impediments to Fair Housing Choice (AI) for the Contra Costa Consortium in conjunction with the preparation of the 2005-10 Consolidated Plan. During FY 2009-10, Concord in conjunction with the Contra Costa HOME Consortium, developed a new AI in conjunction for the FY 2010-15 ConPlan.

In 2009-10, the City of Concord took the following actions to remove impediments to fair housing choice as outlined in the AI for 2005-10:

Table 2
Analysis of Impediments Recommendations and Actions

RECOMMENDATIONS	ACTIONS
<p>1. Housing Element Compliance – Jurisdictions are strongly recommended to work toward achieving substantial compliance with State law.</p>	<p>Concord’s Housing Element approved by City Council in January 2003 and approved by the State of California HCD in March 2003. A new draft Housing Element was submitted to HCD for approval in early 2009 and HCD responded with a letter on June 1, 2009. Staff is currently responding to the comments of HCD in order to prepare a final Housing Element anticipated to be submitted for review in the Fall of 2010.</p>
<p>2. Consolidated Plan – continue to allocate resources to encourage and facilitate the development of affordable housing throughout the entire Consortium. Also adequate resources should continue to be allocated to provide fair housing education and outreach efforts.</p>	<p>Concord allocated resources to encourage and facilitate the development of affordable housing, as detailed in this CAPER. To ensure fair access to housing for all in Concord, the City invested \$70,000 in resources for fair housing and tenant/ landlord counseling services to 261 people through Housing Rights; \$50,000 to provide one-stop services for housing and tenant/landlords issues at the Mt. Diablo Housing Opportunity Center; and additional \$20,000 to provide augmented foreclosure-related housing services to 91 persons. At least 73 percent of all services were provided to extremely low- and very low-income households. The City also provided free printing services for all fair housing outreach materials used within the city.</p>
<p>3. Public Housing and Section 8 Assistance – Housing Authorities should ensure adequate outreach to minority populations, including LEP populations.</p>	<p>Concord has no public housing authority, but endeavors to work with the County Public Housing Authority on these issues.</p>
<p>4. Deconcentration of Affordable Housing – a) Assign a high priority and collaborate to expand affordable housing where it is limited</p>	<p>The City has a great deal of affordable housing, much of it concentrated in the lower income Monument Corridor. The City is attempting to relieve this concentration through adoption of an Inclusionary Housing Ordinance (see below), efforts to construct housing near BART and transit hubs, and through the Concord Naval Weapons Station base closure process, which is ongoing.</p>
<p>5. Incentives for Affordable Housing Development – Offer additional regulatory and financial incentives to facilitate the development of affordable housing, especially in the areas of parking requirements and high development fees.</p>	<p>Inclusionary Housing Ordinance (adopted June 04), requires all new residential developments to provide a component of lower or moderate income housing and a related fee study for associated fees including annual monitoring, transfer and in-lieu fees. 45 yr term of affordability for ownership projects, 55 yrs for rental projects; 10% moderate or 6% low income for ownership, and 10% low or 6% very low income for rental. In 2009-10, the Inclusionary Housing Ordinance resulted in no additional built projects that include inclusionary units, due to the continued economic downturn.</p> <p>However, one project (Sendera Hill Subdivision) continued to build out to its total of 76 units with an additional collection of \$741,720 during 2009-10 for a total of \$1,253,860 to date for the project, which will be used to develop new affordable housing. An additional 29 affordable units are in the processing pipeline, based on projects which have received entitlements, but have not yet initiated submittals for building plan checks, due to the poor economic market conditions within the City which includes a significant inventory of foreclosures. Staff believes that it may be viable for construction of one or two of the five pending projects in</p>

	<p>the pipeline to be initiated prior to July 2011, depending on improvements in the economic climate. Developers have requested additional incentives in the last few years, including a delay in the payment of impact fees until issuance of certificate of occupancy in order to initiate construction of market rate homes and inclusionary units. Market economics are still not strong enough for developers to feel confident moving forward with initiation of building permits. Staff does not anticipate inclusionary homes, in particular, will be built until the local market fully recovers, as restricted homes are not attractive to buyers in the Concord market where there are so many options to buy comparable size and quality homes without a resale restriction in Concord and other surrounding communities.</p>
<p>6. Transit Accessibility – Coordination with Public Transit – Work to expand the transit zone and coordinate employment opportunities and housing for transit-dependent persons along transit corridors.</p>	<p>Transportation in Monument Corridor - A 5 yr partnership with the Monument Corridor community and nonprofits to improve public transportation services for lower income residents resulted in MTC grants to draft a Community Based Transportation Plan. Grant was then received to fund shuttle transportation to 8-10 key sites such as La Clinica, Keller House/MCP/First Five Center, the Day Laborer Center called Monument Futures, significant high density rental housing complexes, as well as to Sun Valley Mall which is a major transfer point to bus lines.</p> <p>In addition, the City was a recipient of a \$1.2 million MTC grant for a variety of pedestrian and roadway modifications to make the Monument Corridor more pedestrian friendly. CDBG grants for FY 2009-10 were used for Curb/Gutter/Sidewalk and Access for Mobility Impaired in Monument area.</p> <p>The City also received \$1 million in American Reinvestment and Recovery Act (ARRA) funds from CalTrans to conduct sidewalk improvements in the lower income Monument Corridor. Bids came in much lower than anticipated and only \$301,000 was needed for the work, so \$699,000 was returned per federal requirements. The ARRA funding will be used to construct the following improvements on Monument Boulevard between Meadow Lane and Carey Drive: curb ramps, pedestrian countdown signal heads, and ADA-compliant sidewalks, and for construction management services.</p> <p>Housing Development Near BART. In 09-10 little development occurred due to the continuing economic downturn experienced by the housing market. Two projects near BART are stalled in their development after Phase I of construction in or prior to 2008. Staff does not anticipate the remaining 25 units, four of which are for low-moderate homeownership, to be built during 2010-11. Concord received \$120,000 in BEGIN grant funding to provide \$30,000 of assistance those four households. The BEGIN funds have been extended to March 31, 2011. Renaissance Condominiums by Signature Properties, located at 1851 Galindo Street, stalled after completing 129 of the total 309 units in a market-rate project. M Signature Properties received authorization from the City after construction to market the units as rental apartments until conditions are more favorable. During the last status check by staff, the project was approximately 95% occupied.</p>

7. **Fair Housing Services** – a) Outreach and Education – expand outreach, and emphasize that residency status is confidential information; b) Conduct education and outreach to prevent hate crimes, promote diversity and tolerance.

a) Fair Housing Complaint Investigation. The City of Concord funds both Fair Housing and Tenant/Landlord Counseling services with \$70,000 in RDA Housing Set Aside funds instead of CDBG funds, to allow more money to be channeled into public services for lower income populations. Concord's fair housing provider is Housing Rights, a well-established, certified fair housing agency with bilingual (English/Spanish) staff. In 2009-10 Housing Rights assisted 22 households by investigating Fair Housing issues. These included discrimination complaints about disability, race, family status, sexual orientation, sexual harassment, and national origin. Most complaining households (90%) had extremely low and very low household incomes. Of those households requiring fair housing assistance, 26.3% were White, 26.3% were African American, 5% were Asian, 42% were Hispanic and the remainder responded as "other or multiple races".

Tenant/Landlord Counseling. In 2009-10, Housing Rights served 190 households and landlords to help address issues for Concord residents. Landlords called with questions about Section 8, security deposits, and fair housing issues. Residents called seeking an attorney from Housing Rights Lawyer Referral Service, for issues regarding real estate, and substandard housing, as well as assistance with landlord and tenant issues such as rent increases, evictions, harassment, condo conversions, repairs, and sub-standard living conditions.

b) Fair Housing Outreach and Education. Housing Rights (HR) conducted extensive outreach throughout the program year through public service announcements, distribution of fliers, information in church bulletins, community meetings, Health Fairs and other Concord events. All outreach materials were offered in English, Spanish, and Chinese, and are printed free of charge to the agency by the City of Concord using CDBG Administration funds. 608 Calif. Tenant Handbooks (325 English, 278 Spanish) were printed and distributed this year. HR continued offering a full range of services to Concord residents including bilingual homeownership education and counseling, home loan document review, reverse mortgage counseling and mediation for renters and landlords. The Center is a one-stop shop for housing resources, and all fair housing and tenant/landlord services, and is co-located with the Monument Futures Day Labor Employment Center. In addition this year, they added the provision of tax preparation services, where over 200 households received services.

HR was critically important in helping 91 homeowners with mortgage default counseling and other issues this year, including assistance with predatory loans, homeownership education and pre-purchase counseling, financial education, and reverse mortgage counseling. The City of Concord provided funding for these services to help ensure the highest quality of equal access to housing choice for Concord residents. The last two quarters of the year, the need for mortgage default counseling was sharply down.

The total number of calls received by Housing Rights for all issue areas are primarily from households with extremely low and very low household incomes (73.2%). Of the total households, 25% were

	<p>White – not Hispanic, 10% were African American, 4.2% were Asian, and 34% were Hispanic and the remainder were other or multiple races. Overall numbers were down, due to higher vacancy rates at apartments during the year and due to the move of Housing Rights office at the end of the year to 1760 Clayton Road.</p> <p>b) Hate Crimes. Concord established the Human Relations Commission (HRC) in 1986 with a mission to foster equal opportunity, mutual understanding and respect among all persons; study, investigate, and mediate problems arising from alleged discrimination; initiate activities and disseminate educational materials to promote and improve human relations. The 7 HRC members are very active throughout the year with Concord’s “Random Acts of Kindness” recognition program and annual recognition of 6 community leaders who exemplify the ideas of diversity and tolerance, as well as with outreach to the community by presenting speakers on the topics of diversity at their monthly televised meetings. These meetings are aired multiple times on two public access television channels throughout the month. The HRC also distributes literature at large community functions and fairs.</p>
<p>8. Information on Fair Housing Services – a) encourage the fair housing service providers to develop one brochure to describe fair housing services offered by the three providers; b) jurisdictions provide links on their web sites to fair housing service providers.</p>	<p>Both a) and b) accomplished in previous years.</p>
<p>9. Fair Housing Records – Fair Housing service providers should work collaboratively to develop a format for reporting fair housing services that can allow compilation of data to assess trends and patterns.</p>	<p>Concord uses only one Fair Housing provider and can easily see trends and patterns in Fair Housing services.</p>
<p>10. Consultation workshop with Lenders – a) Consortium & FH providers should consult with lenders to explore ways to improve access to financing for all; b) Support credit counseling services to very low and low income, particularly minority households.</p>	<p>These efforts were supported before the current economic crisis, but financial support, which was provided by RDA funding, has disappeared.</p>
<p>11. Lender Performance – When selecting lenders for contract or participation in local programs, use CRA rating and HMDA data in addition to other criteria.</p>	<p>Accomplished and ongoing.</p>
<p>12. Public Policies – Amendments to the Zoning Ordinance – a) remove definition of family or revise definition to be synonymous with that of a household; b) ensure that a clear definition of community residential care facilities is provided including</p>	<p>a) through d) Accomplished</p> <p>d) Density bonuses - The City of Concord had no projects this year that requested density bonuses.</p>

zone district, conditions for approval and permit procedures; c) second unit conditions ordinance that does not exceed State requirements; d) Density bonus requirements not stricter than state law.	
13. Housing Task Force/Committees – a) Housing task forces/committees should have members from various segments of the population, including lower income households, minorities & persons with disabilities, families w/children, female-headed families w/children, & seniors; b) consult with other public agencies and private organization to expand fair housing choice	Accomplished and ongoing.

b. Civil Rights Related Requirements

The City of Concord offers the following information to illustrate its compliance with Section 109 of the Housing and Community Development Act of 1974, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended, and their respective implementing regulations at 24 CFR Parts 6 and 8.

1) Limited English Proficiency Information

According to the 2000 Census, 68 percent of Contra Costa County’s Hispanic population speaks Spanish, and 28 percent of those who speak Spanish either speak English “not well” or “not at all.” In addition, 62 percent of Contra Costa County’s Asian and Pacific Islander populations speak a language other than English, and according to a sampling, 16 percent either speaks English “not well” or “not at all.” Therefore, Contra Costa County does have a significant limited-English proficient (LEP) population, both Asian and Hispanic.

The City of Concord also has a significant Hispanic population at 21.8% or 26,560 persons out of the total population of 121,780 persons. Seventy-two percent (72%) of all Hispanic persons speak Spanish, and of them a total of 11,257 or 58% of Spanish-speaking persons have “some” difficulty speaking English, or speak English “not well” or “not at all”. This inability to speak the English language creates a barrier to housing and economic opportunities that are offered to the low-income and minority concentrated areas that receive federal financial assistance. In addition to Spanish, the City has a very small population of persons who speak Tagalog and Farsi.

2) Language Assistance Plan

In order to address this issue and to better serve Concord residents with limited English proficiency, the City has developed a Language Assistance Plan (LAP) in accordance with the U.S. Department of Housing and Urban Development’s (HUD) Final Guidance (Federal Register/Vol. 72, No. 13, January 22, 2007) and Executive Order 13166. The goals of the LAP are: 1) to provide meaningful access for Concord’s LEP residents through the provision of free language assistance for CDBG programs; 2) to provide an appropriate means to ensure the involvement of LEP residents that are most likely to be affected by the programs and to ensure the continuity of their involvement; 3) to

ensure that the City's CDBG staff will assist Concord's LEP population in obtaining the necessary services and/or assistance requested or needed.

City staff has access to timely translation services utilizing the talents of a number of bi-lingual employees, including those fluent in Spanish, Tagalog, Mandarin, Cantonese, Korean, Farsi, Arabic, and Russian (not a comprehensive list), and the CDBG Manager is fluent in Spanish.

The City's LAP has resulted in the translation into Spanish of Housing and Code Enforcement outreach documents to ensure meaningful access to City programs that are funded with CDBG funds, and Spanish-speaking staff to assist customers in that language.

The City of Concord, as a part of the Consortium, has been proactive on many fronts in beginning the implementation of the LAP. For example, the Consortium mailing list of interested parties, which is used to announce funding availability and general participation in the CDBG, HOME, ESG and HOPWA programs, contains over 500 agencies including many agencies that target services to specific populations (minorities, disabled, and the limited-English speaking populations).

3) Agency Service to LEP Populations

The Consortium requires quarterly and year-end reporting on agency efforts to reach out to and serve LEP populations. This year's Concord responses from 21 agencies shows a significant increase over the past three years in the number of Spanish speaking and Other-speaking staff employed by agencies. Agencies now indicate that they have an average of 3.67 full time equivalent (FTE) Spanish-speaking staff for the Concord funded program. Agencies report that they have 1.87 FTE Other-speaking staff. Languages spoken by those staff include American Sign Language (ASL), Bengali, Croatian, Cantonese, Dujarti, Farsi, French, German, Gujarati, Hindi, Hungarian, Italian, Japanese, Korean, Mandarin, Portuguese, Punjabi, Romanian, Russian, Serbian, Tagalog, Tamil, Tongan, and Visayan. Most agencies reported that their primary program brochure and flyer was translated into at least Spanish, and most had significant outreach material translated into one or more languages. The Consortium will continue to request subrecipients provide information on how they are reaching out to all persons including limited-English citizens. Should funds become available, it is the desire of the Consortium to help provide translation services to agencies.

2. Affordable Housing and Non Housing Community Development Needs & Objectives

a. Affordable Housing

The Contra Costa Consortium 2005-10 Five-Year Plan establishes the following priorities for affordable housing programs and projects:

- **Priority H-1 Rental Housing.** Expand housing opportunities for lower-income households through an increase in the supply of decent, safe and affordable rental housing and rental assistance.
- **Priority H-2 Homeownership.** Increase homeownership opportunities for lower-income households.
- **Priority H-3 Preservation.** Maintain and preserve the affordable housing stock.
- **Priority H-4 Public Housing.** Improve the public housing stock.

- **Priority H-5 Continuum of Care.** Adopt the Continuum of Care Plan and the "Ending Homelessness in Ten Years" plan as the overall approaches to addressing homelessness in the Consortium.
- **Priority H-7 Supportive Housing.** Increase the supply of appropriate and supportive housing for special needs populations.
- **Priority H-8 Constraints.** Remove constraints to affordable housing development.

1) Concord Housing Programs

The City of Concord has a comprehensive affordable housing program that include the following:

- Housing Rehabilitation Loan Program for lower income, senior and disabled households
- Grant Programs for Exterior Enhancement, Emergency Repairs, Weatherization and Home Security,
- Lead-Based Paint Abatement grants
- First Time Homebuyer Program
- Multi-Family Housing Acquisition and Rehabilitation Loan Program
- Mobile Home Rent Control
- Mobile Home Repair Loan Program
- Fair Housing and Tenant/Landlord Counseling
- Inclusionary Housing Program

The City began contracting with the County of Contra Costa to deliver many of the Housing Program services listed above in January 2008. The initial term of the contract was through FY 2009-10, and was renewed by mutual agreement. The County CDBG Rehabilitation program has been monitored by the HUD Compliance officer in the past, and found to be in compliance. Several cities within the region, including Antioch, Walnut Creek, accomplish their affordable housing rehabilitation programs through contractual arrangements with Contra Costa County, while others deliver these services through a private company. Those cities have realized cost savings and increased efficiency while maintaining a high level of service by having another entity administer the programs rather than maintaining and staffing a City program on a smaller scale. Arrangements such as these enable cities to gain an economy of scale and save costs, thereby allowing more money to be spent on services instead of administration. Thus far the City is very satisfied with services provided. Customers do not have to travel to the County, as some intake is completed by telephone and then is completed in the client's own home. Client satisfaction with the new service delivery is highly positive.

The City currently manages the First Time Homebuyer Program and Inclusionary Housing; however, a third-party administrator will be retained to manage the program during the next fiscal year. The City's Fair Housing and Tenant/Landlord/Counseling services are managed through a consulting contract with Housing Rights, Inc.

The City's First Time Homebuyer (FTHB) Program was implemented December 2001. In late 2008, the City contracted with Bay Area Homebuyer Agency (BAHBA) to conduct a study of best practices being used in these types of programs and to make recommendations on refining the City's Program. The City Council adopted recommended changes to the program on July 27, 2009, which staff believes will greatly increase the attractiveness of the program overall. Key changes include abolishing the 45-year deed restriction, while in return increasing the percentage of shared appreciation returning back into the Program. The shared appreciation component was increased

from one-half percent to a full percentage point of the City's loan as it relates to the original purchase price. Staff had found that due to the declining prices of homes in the area, buyers were steering away from those homes with the 45-year deed restriction. Implementing the increased percentage for shared appreciation it will promote the goal of providing affordable housing over time by returning funds to the program to be reinvested in other affordable loans.

2) Priority H-2 Homeownership - First Time Home Buyer Program (FTHB)

The FTHB program was closely re-examined in 2008-09 due to economic conditions and the housing crisis. Two of Concord's First Time Homebuyer Loans were lost to Foreclosure and Bankruptcy filings, and the City had to write-off \$40,000 in RDA funds as a result. The First Time Homebuyer Program was significantly scaled back in light of the impending credit and foreclosure crisis. In calendar year 2009-10 Concord still had a high volume of foreclosures, yet the percentage was lower than that experienced in adjacent local communities. Even so, two additional homes were lost to foreclosure and bankruptcy filings, resulting in a loss of \$50,000 in 2009-10.

The number of households deemed income eligible was reduced this year for the First Time Home Buyer (FTHB) Program. Although 88 potential homebuyers attended the required HUD-certified work shops in Concord (10 were held during the year), only a small percentage continued on in the process, due primarily to the unstable housing market, unemployment fears and job security concerns. Of those who took the class, only 14 continued on in the process to submit the City's Affidavit of Household, a self-certification/application. However, staff actively counseled potential clients regarding the pitfalls and risks of home ownership in a declining market. Therefore, only one purchase was completed and funded with \$21,000 in RDA funds. The first time homebuyer included a female homebuyer purchasing an existing condominium. In addition, staff spent many hours working with existing clients who were experiencing financial difficulties in refinancing or trying to obtain loan modifications for their homes.

As discussed earlier in Section A2-Housing, the City Council adopted recommended changes to the FTHB Program on July 27, 2009, which staff believes will increase the attractiveness of the program to both the City and homebuyers in the upcoming year. Key changes included abolishing the 45-year resale deed restriction, while in return increasing the percentage of shared appreciation from one-half to a full percentage point of the City's loan, as it relates to the original purchase price, with the City's portion returning back into the Program. Staff believes that in this environment of declining prices of homes in the area, buyers have been much more concerned and hesitant than they previously were with the 45-year deed restriction.

3) Priority H-2 Homeownership -Inclusionary Housing Ordinance Units

The City's **Inclusionary Housing Ordinance**, adopted in October 2004, has resulted in the addition of moderate-income housing units as a result of the development of earlier market rate residential projects during the 5-year period. Ownership housing developments provide affordable housing within the project (10% moderate or 6% low income) and/or must pay into the Affordable Housing Fund for development elsewhere. Many projects were already in the development processing pipeline in 2004 and deemed complete when the Inclusionary Housing Ordinance became effective within the City, and therefore were not subject to the ordinance. Thus, 16 projects have been subject to the City's Inclusionary Ordinance to date. Of those, five projects have been constructed that included 23 inclusionary units affordable to low and moderate-income homeowners. This includes 14 converted condominiums, seven (7) newly built single family homes or townhomes and two (2) rental townhomes.

An additional nine projects with 35 inclusionary units conditioned through entitlement approvals, are waiting out a more favorable economy and market to initiate building permits. It is likely these projects will not be built until 2011 or later, once there is substantial recovery evident within the local real estate market. The developer for some of these developments has approached the City to discuss paying the in-lieu fee instead of building the inclusionary units, since they believe the pricing of the inclusionary units will not be attractive to buyers due to the resale restriction requirement. Many buyers of inclusionary homes also go through the City's FTHB Program in their purchase of inclusionary units, increasing the affordability to low and moderate-income households.

In FY 09-10, the City collected \$741,720 in in-lieu fees from developers (Sendera), with a current accumulated balance of \$1,436,758.65 (with interest) as of 6/30/10, which can be used toward affordable housing projects.

4) Priority H-3 Preservation of Affordable Rental Housing

The City of Concord is committed to developing and maintaining housing within the City that is affordable to persons of all incomes. Because of the continuing volatile housing and credit market, the City had only one project come forward with a request for funding for rehabilitation of an existing rental project. Staff anticipates that as the market recovers and the lending environment becomes more stable that the City may receive additional requests beginning in end of 2010.

Multi-Family Housing Rehabilitation Program - This Housing program is primarily funded by RDA Housing Set-Aside funds, although CDBG funds are occasionally utilized in projects. This year, no multifamily housing projects were conducted and no applications for new multi-family housing projects were received. Staff expects that as the lending environment improves and property values increase, staff will begin to see resurgence in applications.

However, the City's Housing Program has submitted a letter of support for the Rehabilitation of the **Riley Court Apartments**, a 48-unit affordable apartment project within the Monument Corridor of the City. The non-profit ownership submitted an application to the State of California Housing and Community Development in July 2010 requesting \$2.2 million in Multi-Family Housing Program (MHP) Funds. The competitive awards will be announced in January 2011 and the City's funding is contingent upon award of the MHP funds. Staff will be bringing a request to Council in October 2010 for \$300,000 in RDA Set-Aside funds to further contribute to the rehabilitation should it be awarded. City staff is currently negotiating a loan and regulatory agreement to provide assistance for the project. The rehabilitation will focus on an exterior face-lift as well as interior renovations to upgrade the units to improve livability, alleviate existing deficiencies and improve handicapped accessibility. The funding will continue to provide 48-units of affordable housing for families and will include individuals, people living with HIV/AIDS, homeless youth, and single-parent household. The project received administrative design review approval from the City's Planning Division in July 2010.

Multi-Family Housing Inspection Program - The purpose of this program is to proactively improve the condition of rental housing stock and thereby protect the health, safety, and welfare of residents who occupy multi-family rental housing within the City. Once every three (3) years, staff inspects each of the 400+ apartment sites containing over 10,000 individual apartment units. Property owners with well maintained properties have the option of applying for Self-Certification. If qualified, a self-inspection can be conducted by the owner, and a sampling of the units inspected by City staff, thereby eliminating the need for staff to inspect the entire building.

In FY 2009-10 staff inspected 1651 multi-family units and observed 4,551 violations. By the end of the fiscal year, 4,551 (100 %) of substandard housing violations were corrected. Approximately fifty percent of the aforementioned inspections were conducted in lower income areas.

5) Priority H-3 Preservation of Affordable Ownership Housing

Housing Rehabilitation Program - As detailed in Section A2, the City of Concord has an extensive housing rehabilitation and grant program utilizing CDBG entitlement and Revolving Loan funds, CDBG and HUD Lead-Based Paint Remediation funds, and RDA Housing Set-Aside funds. In FY 2009-10, 63 unduplicated households were assisted by these programs. Some recipients received both lead-based grants and loans (but were only counted once). A total of \$514,633.77 was disbursed to rehabilitate Concord's housing stock. This does not include the separate (HUD-funded) lead hazard grant program, discussed in Section E.6. The total includes \$60,085.27 in CDBG housing grants; \$18,634 in CDBG Revolving Loan Funds; \$66,294.75 in CDBG Lead Based Paint funds;; \$45,713 in RDA Housing Set-Aside grants, and \$323,906.75 in RDA loans for single family and mobile home rehabilitation. Staff has paid \$48,308 in FY10-11 funds for remaining payments due on FY 09-10 loans.

Lead Based Paint Grants - In addition, in FY 2009-10, \$396,072 from the City's HUD lead hazard control grant was disbursed to assist 28 unduplicated households with lead-based paint testing, remediation and training of contractors in lead-safe construction, bringing the total amount spent since the grant's inception to \$575,328.

Elderly - City Housing staff made specific efforts to provide outreach to senior citizens within the City this year. Staff has increased the mailing of housing rehabilitation brochures to senior citizens within the City utilizing the Senior Center mailing list. Over 400 brochures were sent out through direct mail to seniors during the FY 09-10 year. As a result, the City has provided 8 loans and 21 grants to seniors this year (46% of all housing rehabilitation loans and grants). The Lead Hazard Control Program provided 25% of those grants to seniors.

Housing Rehabilitation Activity Summary

Table 3 summarizes all housing rehabilitation activity by program and income range of clients.

<i>Table 3 2009-10 Housing Rehabilitation Units</i>				
Program	Own/ Rent	X Low- Income 0-30% *	Low- Income 30-50%*	Mod Income 50-80%*
Housing & Mobile Home Rehab <i>Loans</i> (RDA & CDBG)	Own	1 (4)	1 (4) ¹	4 (6)
Emergency, Weatherization, Home Security, & Accessibility <i>Grants</i> (CDBG)	Own	12	11	3
Exterior Enhancement <i>Grants</i> (RDA)	Own	5	8	10
Lead-based Paint <i>Grant</i> Program (CDBG)	Own	3	3	2
Lead Hazard Program (HUD)	Own/ Rent ²	14	6	8
Multi-Family Exterior Enhancement (RDA)	Rent	0	0	0
Multi-family Rehab Loans	Rent	0	0	0
Multi-family Acquisition/Rehab Loans	Rent	0	0	0
	TOTAL	35	29	27

* Percentage of Area Median Income (AMI), which was \$86,100 for a family of four in 2009.

¹ Loans and Lead Based Paint Grant Program overlap. The figure in parenthesis is the total number when including those loans which also included a Lead-based Paint Grant. However, in the Total line, the Lead-based Paint Grant has *not* been added to avoid double counting.

² Lead Hazard Program (direct HUD grant, not CDBG) applies to both ownership and rental homes. There were two rentals within each income category.

6) Consolidated Housing Goals and Achievements

The Concord Housing Goals listed in the Priority Needs Summary Appendix B, Table 2A of the Consortium Consolidated Plan show five-year targets in Table 4. Following are the achievement in each of the ConPlan years:

PRIORITY HOUSING NEEDS (households)		% of AMI	Priority High, Med, Low	5 Year Goal / Revised Goal (From / To)	Year 1 2005 MET	Year 2 2006 MET	Year 3 2007 MET	Year 4 2008 MET	Year 5 2009 MET	Cumulative Met
Renter	Small Related	0-30	M	0 / 10	0	0	10	0	2	12
		31-50	H	50 / 11	0	11	0	0	2	13
		51-80	H	50 / 75	0	75	0	0	2	77
	Large Related	0-30	M	0 / 0	0	0	0	0	0	0
		31-50	M	10 / 0	0	0	0	0	0	0
		51-80	M	10 / 0	0	0	0	0	0	0
	Elderly	0-30	H	0 / 1	0	1	0	0	0	1
		31-50	H	10 / 0	0	0	0	0	0	0
		51-80	H	10 / 0	0	0	0	0	0	0
	All Other	0-30	M	20 / 0	0	0	0	0	0	0
		31-50	M	20 / 0	0	0	0	0	0	0
		51-80	M	20 / 0	0	0	0	0	0	0
Subtotal Renter Units				200 / 97	0	87	10	0	6	103
Owner	0-30	H	400 / 175	62	52	35	13	33	195	
	31-50	H	300 / 108	42	24	18	12	27	123	
	51-80	H	300 / 145	62	51	14	9	25	161	
Special Populations	25	H	25 / 1	0	0	0	1	0	1	
Subtotal Owner Units				1,025 / 429	166	127	67	35	85	480
TOTAL Goals & Met				1,225 / 526	166	214	77	35	91	583
Total Section 215* Goals & Met				900 / 444	150	214	77	35	91	583

* Section 215 Affordable Housing is defined as follows:

- 1) **Rental Housing:** A rental housing unit is considered to be an affordable housing unit if it is occupied by an extremely low, very low, or low-income household and bears a rent that is the lesser of a) the existing Section 8 Fair Market Rent for comparable units in the area, or b) 30% of the adjusted income of a family whose income equals 65% of the median income for the area, except that HUD may establish income ceilings higher or lower than 65% of the median income because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes.
- 2) **Homeownership:** a) Housing that is for purchase (with or without rehabilitation) qualifies as affordable housing if it (i) is purchased by an extremely low, very low, or low-income first-time homebuyer who will make the housing his or her principal residence and; (ii) has a sale price that does not exceed the mortgage limits for the type of single family housing for the area under HUD's single family insuring authority under the National Housing Act. b) Housing that is to be rehabilitated, but is already owned by a family when assistance is provided, qualifies as affordable housing if the housing (i) is occupied by an extremely low-, very low-, or low-income household which uses the house as its principal residence and; (ii) has a value, after rehabilitation, that does not exceed the mortgage limit for the type of single family housing for the area, as described in a) above

b. Community Development

Non-housing community development needs are those public service, infrastructure, economic development, and other development needs in the community, which have an important impact on the living conditions of Concord residents. The purpose of addressing a community's non-housing needs, in addition to its housing needs, is to help create more livable, better functioning, and more attractive communities by integrating economic, physical, environmental, community, and human development programs in a comprehensive and coordinated fashion so that families and communities can work together and thrive.

The City funds community development activities under four different categories: Public Service, Fair Housing, Infrastructure/Public Facility, and Economic Development. The City is committed to allocating funds that serve the needs of the lowest and most disadvantaged residents, with an emphasis on meeting the most basic human needs of food and shelter.

The Contra Costa Consortium Consolidated Plan identifies the following priorities for non-housing community development needs:

- **Priority CD-1 General Public Services:** Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as substance abuse, hunger and other issues.
- **Priority CD-2 Seniors:** Enhance the quality of life of senior citizens and frail elderly, and enable them to maintain independence.
- **Priority CD-3 Youth:** Increase opportunities for children/youth to be healthy, succeed in school and prepare for productive adulthood.
- **Priority CD-4 Homeless Services:** Reduce incidence of homelessness and assist in alleviating the needs of the homeless.
- **Priority CD-5 Non-Homeless Special Needs:** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as disabled persons, battered spouses, abused children, persons with HIV/AIDS, illiterate adults and migrant farm workers.
- **Priority CD-6 Fair Housing:** Continue to promote fair housing activities and affirmatively further fair housing.

- **Priority CD-7 Infrastructure and Accessibility:** Maintain quality public facilities and adequate infrastructure, and ensure access for the mobility-impaired by addressing physical access barriers to public facilities.
- **Priority CD-8 Economic Development:** Reduce the number of persons with incomes below the poverty level, expand economic opportunities for very low- and low-income residents, and increase the viability of neighborhood commercial areas.
- **Priority CD-9 Administration/Planning:** Support development of viable urban communities through extending and strengthening partnerships among all levels of government and the private sector, and administer federal grant programs in a fiscally prudent manner.

Community Development Accomplishments

The following tables summarize Community Development accomplishments. Further detail can be found in **Attachment 1 – 5 Year Consolidated Plan Goal Summary**.

Table 5 Summary of 2009-10 CD Economic Development (ED) Accomplishments (CDBG only)					
Priority Need Category	HUD Matrix Code	Actual # of Businesses Assisted	Actual # of Persons Assisted with Jobs	Actual # of Very Low-Income Persons Assisted with Jobs	Actual # of Low-Income Persons Assisted with Jobs
ED: Direct Financial Assistance to For-Profits	18A				
ED: Technical Assistance	18B				
ED: Micro-Enterprise Assistance 1) Contra Costa Small Business Development Center – Management Assistance 2) Housing Rights – Bedbugs No More (0 accomplishments – late contract)	18C	10			

Table 6 Summary of 2009-10 CD Public Facilities & Infrastructure Accomplishments (CDBG only)				
Priority Need Category	HUD Matrix Code	# Projects ASSISTED	# Projects COMPLETED	
		FY 09-10	Funded FY 09-10	Funded Previous
Misc /“Other” Public Facilities & Improvements – (2008 Monument Futures Expansion/Tenant Improvements)	03	1		1
Senior Centers	03A			
Handicapped Centers (2008 Rehabilitation Services HVAC project)	03B	1		1
Homeless Centers * (2009 Homeless Respite Center)	03C	1	1	
Youth Centers	03D			
Neighborhood Facilities	03E			
Parks and/or Recreation Facilities	03F			

Parking Facilities	03G			
Solid Waste Disposal Improvements	03H			
Flood Drainage Improvements	03I			
Water/Sewer Improvements	03J			
Street Improvements	03K			
Sidewalks (City Engineering – 2008 Removal of Barriers, 2009 Removal of Barriers, 2009 Curb/Gutter/Sidewalk)	03L	3	2	1
Child Care Centers (2008 Cambridge Child Care Center Room Addition, 2009 Concord Child Care Center Play Area Rehabilitation)	03M	2	1	1
Tree Planting	03N			
Fire Stations/Equipment	03O			
Health Facilities	03P			
Facilities for Abused/Neglected Children *	03Q			
Asbestos Removal	03R			
Facilities for AIDS Patients *	03S			
Operating Costs of Homeless/AIDS Programs (CC Adult Interim Housing Program)	03T	1	1	
Clearance and Demolition	04			
Cleanup of Contaminated Sites	04A			
Acquisition of Real Property	01			
Disposition of Real Property	02			

* Not operating costs

<i>Table 7</i>		
Summary of 2009-10 CD Public Services Accomplishments		
(Includes CDBG, General Fund, Child Care Fee & RDA Housing Set-Aside funds)		
Priority Need Category	HUD Matrix Code	Actual # of Persons (P) or Households (HH) Served
Misc or "Other" Public Services – includes ANKA (Addressing Addictions and HOPE Plus), Community Violence Solutions (Rape Crisis services), Contra Costa Crisis Center Crisis Line, Contra Costa Crisis Center Homeless/211, Monument Crisis Center (Food), Food Bank (08-09 funding).	05	29,999
Senior Services – includes Caring Hands (Caregivers), Rehabilitation Services (Concord Senior Shopping Shuttle), Senior Outreach Services (Meals on Wheels, Care Management, and Senior Nutrition Programs).	05A	1,090
Handicapped Services/Disabled/HIV/AIDS – New Connections (HIV/AIDS program); Lions Center for Visually Impaired (Independent Living Program); Ombudsman (Advocacy for Institutionalized Adults)	05B	869
Legal Services – Bay Area Legal Aid (Legal Safety Net)	05C	117
Youth Services	05D	

Transportation Services	05E	
Substance Abuse Services – New Connection (Addiction Services)	05F	205
Services for Battered and Abused Spouses–STAND! (Domestic violence shelter)	05G	6
Employment Training (see Economic Development)	05H	
Crime Awareness/Prevention	05I	
Fair Housing Activities – Housing Rights (RDA funds)	05J	22
Tenant/Landlord Counseling – Housing Rights (RDA funds)	05K	190
Child Care Services – Mt. Diablo Unified School District (CARES program)	05L	1,306
Health Services	05M	
Services for Abused and Neglected Children – CASA	05N	30
Mental Health Services – Family Stress Center	05O	47
Screening for Lead Poisoning	05P	
Subsistence Payments – SHELTER, Inc. (Homeless Prevention Program)	05Q	189
Homeownership Assistance (not direct)	05R	
Rental Housing Subsidies	05S	
Security Deposits	05T	
Housing Counseling	05U	
	TOTAL	34,070

3. Continuum of Care

a. *New Federal Resources from the Homeless SuperNOFA*

Contra Costa County's Homeless Continuum of Care Board (CoCB) is now called the **Contra Costa Interagency Council on Homelessness (CCICH)**. CCICH working with the Contra Costa County Homeless Program manages the Homeless McKinney-Vento funding and process every year. In 2009-10, Contra Costa County award was \$8,694,872. This funding was distributed as follows in Table 8.

Project Name	Sponsor	Description	McKinney Funds
Permanent Connections	Contra Costa Health Services	Permanent Supportive Housing (includes services) for transition age youth	\$177,477
Lakeside Apt.	CC Health Services/Resources for Community Development	Permanent Supportive Housing for families.	\$158,041
Moving Out of Violent Environments	STAND! Against Domestic Violence	Transitional housing with support services for battered women and their children	\$75,751
CCC Transitional Housing Program	SHELTER, Inc. of Contra Costa County	Transitional housing with support services for families	\$404,859
Project Independence	Rubicon Programs, Inc.	Transitional housing with supportive services	\$654,229
Project Coming Home-Addressing Addictions	Contra Costa Health Services/ Anka Behavioral Health	Permanent supportive hsg for chronically homeless persons with addictions to alcohol.	\$513,028
Idaho Apartments	Rubicon Programs, Inc.	Permanent supportive housing for homeless persons with a disability	\$221,628
W Richmond Aptmts	Rubicon Programs, Inc.	Permanent supportive housing for homeless persons with a disability	\$44,013
Garden Parks Apartment Community	Contra Costa Interfaith Housing/Mercy Housing	Permanent supportive housing for families	\$224,870

Pittsburg Family Center	SHELTER, Inc. of Contra Costa County	Transitional housing with support services for families with children.	\$80,797
Transitional Housing Partnership	SHELTER, Inc. of Contra Costa County	Transitional housing with support services for individuals and families with a disability	\$277,845
Reach Plus	SHELTER, Inc. of Contra Costa County	Scattered site transitional housing with support services.	\$692,099
FERST	CC County Dept of Health Services/ Anka BHS	Multi-service center providing diverse services to homeless.	\$290,355
Money Management	Rubicon Programs	Housing assistance to homeless w/severe psychiatric disabilities & substance abuse.	\$204,120
West County Resource Center	Greater Richmond Interfaith Program	Multi-service center providing diverse services to homeless.	\$75,306
Access	Anka Behavioral Health, Inc.	Permanent housing and wrap-around services to homeless with severe mental illness	\$494,271
Shelter Plus Care Consolidated	HACCC	Permanent housing (rental assistance) with services for those with a disability	\$2,749,500
ACCESS Plus	Anka Behavioral Health, Inc.	Permanent housing and wrap-around services to homeless with severe mental illness	\$105,311
Giant Road Apartments	Rubicon Programs	Permanent housing with supportive services for homeless families with a disability	\$94,500
GRIP Permanent Housing	Greater Richmond Interfaith Program	Permanent housing with services for individuals with a disability	\$97,817
Project Coming Home Shelter Plus Care	HACCC	Permanent housing (rental assistance) with services for chronically homeless individuals	\$393,480
Shelter Plus Care IV	HACCC	Permanent housing (rental assistance) with services for chronically homeless individuals	\$196,740
STEP	Anka Behavioral Health, Inc.	Permanent housing and wrap-around services to homeless with severe mental illness	\$255,485

*All projects were awarded during the 2009 competition with program operating year beginning 2010.

b. CCICH

CCICH is also charged with providing a forum for communication and coordination about the overall implementation of the county's Ten Year Plan to End Homelessness and providing advice and input on the operations of homeless services, program operations, and program development efforts. CCICH provides a forum for orchestrating a vision on ending homelessness in Contra Costa County, educating the community on homeless issues, and advocating on federal, state, county and city policy issues affecting people who are homeless or at-risk of homelessness. CCICH is coordinated by the nonprofit agency Home Base, who assists the County Homeless Program and Continuum in maximizing HUD funding for homeless services and housing.

CCICH meets quarterly and the Executive Committee meets monthly to discuss and take action on issues related to homelessness. Such issues include coordinating and developing discharge protocols in those institutions that discharge persons into homelessness, such as jails, prisons, mental health programs, drug and alcohol programs, the foster care system, and hospitals. CCICH also worked on providing and coordinating a system of dental services for homeless persons. Poor or no dental care, resulting in multiple tooth extractions, was identified by a work group of homeless persons as a significant barrier in their ability to becoming employed.

CCICH participants also receive information on implementation of the Homeless Management Information System (HMIS) that key providers use to input information about clients and services accessed. Small ad-hoc workgroups are involved with conducting a homeless census every two years, conducting an annual Project Homeless Connect to help homeless persons access mainstream

and other services, Project Coming Home for veterans, dental services for homeless, frequent users of emergency rooms and hospitals, and other issues relating to homelessness.

Concord continues to assume a leadership role in addressing homeless issues in Contra Costa County. Two representatives from the City of Concord sit on the CCICH - Concord's Council Member Bill Shinn, who brings his extensive experience in law enforcement, mental health and homeless issues, and Police Lt. Robin Heinemann, who brings over 20 years of experience with homelessness in Concord. Community Services staff Teri House, who served on the Homeless Continuum of Care Advisory Board for over 12 years, continues in her role as Chair of the Homeless Management Information System (HMIS) Committee, attends all CCICH meetings, participates in work groups and serves on the Rating and Ranking Committee for McKinney/Vento funding applications. Councilmember Shinn is also the appointed liaison for homelessness and mental health issues for the Mayor's Council of Contra Costa County. In the past year, the City has coordinated closely with the COCB, HIJDWG, and CCICH in the base closure process, especially concerning homeless accommodation, and invested significant federal and local grant resources in homeless and at-risk services.

Contra Costa County has a very active homeless continuum of care. Services include: multiservice centers in East, Central and West county; emergency shelter and housing assistance services for individuals, families, and youth; battered women's services; veterans groups; permanent supportive housing; transitional housing; alcohol and other drug treatment; crisis hotline and referral services; soup kitchens, food pantries and food programs; and other services. The County has a great breadth of services at all points in the continuum, but depth of service continues to be reduced by decreasing federal and local funding as well as the general economy. Homeless service agencies fully participate in the McKinney Vento SuperNOFA funding process.

A major accomplishment for 2009-10 was the opening of the 24-bed Philip Dorn Respite Center for medically fragile homeless adults. For the past three years, a significant CCICH effort has been underway with local hospitals around the discharge of medically fragile homeless persons from hospitals to the streets. A homeless respite center was envisioned and fundraising began for this effort. The City of Concord contributed \$100,000 in 2009-10 CDBG funds toward the \$1.6 million project, located next to the 75-bed Concord homeless shelter for single adults on Arnold Industrial Way. It is patterned after a similar program in Santa Clara County, which reduced hospital bed days by more than 350 in one year. It is estimated that people will stay at the center on average two to three weeks, and it is expected to serve 380 to 400 adults each year.

The Respite Center has both men's and women's dormitories, a few private rooms, handicapped showers, free washers and dryers, computers, and a kitchen where meals will be provided. The building also has two exam rooms for a health clinic for the homeless, which will open after it obtains federal accreditation. The center will be open around-the-clock and will have a medical director, a full-time registered nurse, a part-time psychologist, a case manager and five or six counselors who will help people apply for SSI and Medi-Cal, find permanent housing and gain access to substance abuse treatment services. Eventually the County plans to add part-time psychiatrists and nurse practitioners.

c. Concord Funding for Homeless and At-Risk Services

The City of Concord funded eight (8) projects in 2009-10, totaling **\$210,000** to directly benefit homeless clients:

Anka Behavioral Health, Inc., Money Management (homeless)	\$ 10,000 (CDBG)
Anka Behavioral Health, Inc., HOPE Plus	\$ 10,000 (CDBG)
CCC – Adult Interim Housing Program	\$ 30,000 (CDBG)
SHELTER, Inc, Emergency Housing & Homeless Services	\$ 20,000 (\$18,366 CDBG, \$1,634 GF)
Monument Crisis Center/Food Pantry	\$ 20,000 (CDBG)
Contra Costa Crisis Center 24-hour Homeless Hotline/211	\$ 10,000 (GF)
STAND! Battered Spouses	\$ 10,000 (\$5,000 CDBG)
CC Health Services Respite Interim Housing	\$100,000 (CDBG)

In addition, the City funded nine (9) projects providing services for persons at risk of homelessness, such as disabled adults, persons with HIV/AIDS, and very low-income seniors. These totaled \$117,396 and included:

Caring Hands Caregivers for Frail Elderly	\$10,000 (GF)
Bay Area Legal, Legal Safety Net Project	\$10,000 (CDBG)
Lions Blind Center, Independent Living Skills	\$ 5,000 (GF)
New Connections, Services to Persons with HIV/AIDS	\$ 5,000 (GF)
Ombudsman Services	\$10,000 (CDBG)
Rehabilitation Services – Senior Shopping Shuttle	\$30,164 (CDBG)
Senior Outreach Services, Meals on Wheels	\$15,000 (GF)
Senior Outreach Services, Senior Nutrition Program	\$12,232 (GF)
Senior Outreach Services, Senior Center Care Mgmt	\$20,000 (GF)

Accomplishment information for all of these projects is found within this report. These projects fulfill six priority action steps listed in the 2005-09 Homeless Continuum of Care Plan:

- Prevention – Prevent the homelessness that occurs through evictions from rentals and foreclosures on low-income families that are at-risk of homelessness.
- Emergency Shelter – Expand emergency housing assistance and respite care for homeless people.
- Basic Needs – Create services for placing homeless people into housing.
- Basic Needs – Improve and expand food programs.

d. Homeless Prevention Activities

The City also participated in numerous homeless prevention efforts during 2009-10. This includes meaningful participation of a Concord City Councilman and Police Lieutenant as members of the Homeless Continuum of Care Advisory Board, as well as the Community Services Manager serving as Chair of the HMIS Committee of the Advisory Board. The Advisory board works toward fulfilling the 10-year goal to end homelessness. City staff partnered with the Association of Homeless and Housing Service Providers Association (of which the City is also a member) in June to present Affordable Housing Week, and joining with the County and other cities in declaring November as Homeless Awareness Month.

Some of these activities were supported by City of Concord CDBG administration and planning funds and fulfilled the following high priority action steps in the category of Administration, Coordination, Funding:

- Participation of an Inter-jurisdictional Cities/County Homelessness Coordination Committee.

- Facilitate greater coordination at the level of service delivery in each region and throughout the County's Continuum of Care and with local safety net services.

e. Homeless Accommodation in the Base Reuse (BRAC) Process

The Concord Naval Weapons Station was created by the Navy in the 1940s during World War II. The Inland Area of the base was deactivated in 1999 and declared surplus property by the Navy on March 6, 2007. The reuse of the 5,028 acre Inland Area of the Concord Naval Weapons Station represents a significant opportunity for Concord and for the region.

As part of the reuse planning process, the City commissioned a Homeless Accommodation Needs Assessment to examine the needs of homeless people in Concord and the surrounding area. This report was produced in consultation with the County Homeless Program and nonprofit agencies. As a part of the Base Realignment and Closure (BRAC) requirement, a Notice of Interest was published to solicit proposals for homeless and public benefit conveyance within the allowable 180 days.

To assist agencies in developing the strongest proposals possible, the County Homeless Program hired Home Base to coordinate the submission of applications and bundle all those who wished to be involved into a single application that meets all County 10-year Continuum goals and objectives. Twenty-five agencies were provided with technical assistance and the opportunity to present their proposal before a review board that included City of Concord Community Services Manager and key housing staff from throughout the County. A Consolidated Proposal was submitted to the CAC by the Contra Costa Countywide Homeless Base Conversion Collaborative on September 26, 2007. The East Bay Housing Organization also submitted a collaborative proposal called Affordable Housing Integration with Homeless Needs. Nine agencies submitted Letters of Interest to provide services to accommodate the needs of the homeless.

On January 30, 2009, the City submitted a Homeless Accommodation Submission (HAS) and preferred alternative to the U. S. Department of Housing and Urban Development (HUD). HUD's role is to conduct a review and determination of whether the accommodation of the needs of the homeless are balanced with other economic needs of the community, as mandated by the Base Realignment and Closure Act (BRAC). Concord's HAS was accepted with no request for changes by HUD; however, the Navy is still in negotiation with HUD over this part of the process as of June 30, 2010.

The City Council sitting as the Local Reuse Authority (LRA) adopted the Clustered Village alternative as the Reuse Plan and certified the Final Environmental Impact Report on February 23, 2010. At the same time they reaffirmed their approval of the HAS and the associated Legally Binding Agreements.

f. North Concord Homeless Shelter

Contra Costa County's Central County Interim Housing Program (Emergency Homeless Shelter) for Individuals is located in the City of Concord. At this time, the City of Concord does not apply for or receive separate Emergency Shelter Grant funds for this project. The City works jointly with the County on all projects relating to homelessness. Concord staff participated in and contributed to the Contra Costa County Continuum of Care Homeless Plan and the McKinney Act Super NOFA funding. The City requested that the Federal Government allocate Concord's portion of any McKinney Act funds that would normally be sent to the State for cities not receiving entitlement funds, be sent instead to Contra Costa County. The County reports on the expenditure of McKinney funds in their annual CAPER.

4. Other Actions

a. *Address obstacles to meeting underserved needs.*

This section outlines other actions that the City has taken to address a variety of community and housing needs. Many of these have been covered in previous sections, and are referenced appropriately.

1) Targeting Resources in Low-Income Target Area - Addresses obstacles to under-served needs of ethnic minorities, recent immigrants, severely cost-burdened renters, homeless, and extremely low-income households.

Monument Corridor. The primary concentration of minority and low-income population is the Monument Corridor, a triangular area between Highway 242 and Monument Blvd., up to Concord Avenue. This area lies within census tracts 3361, 3362, and 3280. A map of the target area showing qualifying block groups in the aforementioned Census Tracts can be found in Section 3. Maps.

This area has been identified by the Concord City Council and targeted by the United Way of the Bay Area, the Hospital Council (John Muir/Mt.Diablo Community Health Institute), the Contra Costa County Health and Human Services, and the San Francisco Foundation through the Koshland Award grant in 2002-03 as an area of substantial need for community resources.

The City sponsored the 9th annual Monument Community Health Fair in October 2009. The Health Fair is a community-based, multi-agency event that provides free health screenings and information about health services to residents of the Monument corridor. Approximately 76% of attendees did not have health insurance and had limited access to health care. Nine hundred fourteen (914) free health screenings were performed, including glucose and cholesterol, asthma, vision, dental, blood pressure, prostate cancer, spinal exam, and bone density. The fair fully accommodated both English and Spanish-speaking residents.

Collaboration and Partnerships. The City is a key partner in the Monument Community Partnership (MCP), which took shape in 1998 to make recommendations on improving the quality of life for families and children in this community. MCP includes virtually all service providers, health agencies, county agencies, schools and communities of faith working within the Monument Corridor, as well as many of the major businesses and apartment owners, fair housing service providers, and police. This partnership has made tremendous inroads in coordinating and beginning to change institutional practices in the Corridor.

2) Improving accessibility for disabled consumers

City of Concord Website Redesign. In 2006, the City of Concord's Web site (www.cityofconcord.org) was redesigned to give it increased functionality for disabled persons. The new site conforms to U.S. Rehabilitation Act (USRA) Section 508 accessibility guidelines (www.section508.gov), as well as accessibility and usability guidelines established by the World Wide Web Consortium (www.w3.org) and the U. S. Health and Human Services department (www.usability.gov). The USRA is companion legislation to the more widely known Americans with Disabilities Act (ADA). Both pieces of legislation apply to accommodating people with disabilities.

b. Foster & maintain affordable housing.

As mentioned previously, the City of Concord is committed to developing and maintaining housing within the city that is affordable to persons of all incomes. See Section II 2. a. for achievements and further information on efforts to maintain and create affordable housing in Concord.

c. Eliminate barriers to affordable housing.

In the past four years, a very depressed housing market, collapsing housing loan industry and tightening credit market has resulted in conflicting factors that have combined to make housing more affordable, yet more difficult for lower income households with perhaps marginal credit and small down payments, to be able to purchase a house. In 2009-10, it was necessary for the City to write-off as uncollectible, six loans. Two homeowners who had received City loans lost their homes to foreclosure this year, necessitating that the City write off over \$100,119.55 in loans. Two ownership loans were lost, both being first time Home Buyer Loans. These necessitated a write off over \$50,000 and a few other first-time homebuyers are struggling but we are keeping a close eye on the situation. Finally, loans totaling \$13,107.16 were written off based on the City's Emergency Rental Assistance Program.

The City of Concord has done much to remove or ameliorate negative effects of any local government constraints such as public policies that might serve as barriers to affordable housing. As can be seen in this CAPER, incentives in the form of CDBG and RDA predevelopment funds are made available to affordable housing developers, as well as substantial subsidies from both fund sources. Contra Costa County Consortium HOME funds are utilized on appropriate projects in collaboration with the County. Creative financing strategies, such as tax-exempt and taxable bonds, are also employed, where appropriate.

There are no growth control limits in Concord, although the city is almost "built out" except for the Naval Weapons Station property, which will probably not be suitable for development for at least five years. The City Council, sitting as the Local Reuse Authority, certified the final EIR and adopted the Reuse Plan for the Naval Weapons Station on February 23, 2010. The Clustered Villages alternative was chosen as the adopted plan. The City is currently preparing an Amendment to the Concord 2030 General Plan to include the adopted Naval Weapons Station Reuse Plan. In addition, staff is proposing a Redevelopment Project Area, which incorporates the Naval Weapons Station (Inland Area) and a few adjacent parcels.

The 2030 General Plan Update provided new land use designations that were intended to help promote affordable housing. The General Plan (GP) allows for up to 40 units per net acre within the Commercial Mixed Use land use designation along major transportation corridors. The Downtown Pedestrian and Downtown Mixed Use land use designations allow up to 100 units per net acre of residential density. In addition, other provisions support infill housing and transit-oriented development. Secondary living units (mother-in-law cottages) are allowed, and development and design standards are being developed within the City's Zoning Ordinance Update. The Zoning Ordinance also provides flexibility with respect to development standards such as parking requirements for transit-oriented projects.

The City waives the Child Care Developer fees for construction of facilities that care for children. The City does not waive other building and permit fees for affordable housing developers. Although these fees can be quite high in the Bay Area, the City fee structure is based solely on the actual costs involved with plan check, inspection, and other necessary functions of the department. However, in

some cases, grants from CDBG or RDA funds may be awarded to cover these charges. In addition, the City has recently allowed developers to postpone the timing of some impact fees from payment at issuance of building permit to payment at issuance of certificate of occupancy.

d. Overcome gaps in institutional structures & enhance coordination.

The City of Concord works within an institutional structure, which includes private industry, nonprofit organizations, and public institutions, to carry out its housing and community development plan. Some of the most important collaborations to fill gaps and enhance coordination within this structure are mentioned below:

1) Membership in the Contra Costa County HOME Consortium – Overcomes gaps between County and City government institutional structures and enhances coordination.

Consortium - The Contra Costa County HOME Consortium is composed of the County Community Development Department and the cities of Antioch, Concord, Pittsburg, and Walnut Creek. Although not a contributor to the consolidation of HOME funds in the Consortium, the City of Richmond is also a part of the CDBG portion of the Consortium. The City of Concord is an active member of the Consortium, and works with it to streamline CDBG processes for non-profit recipients. The Consortium meets every other month to share information and work on ways to overcome gaps between our respective institutional structures and enhance coordination of funding and service delivery throughout the County. Working together to support mutual projects has developed the Consortium members into a close, supportive team who have a much better understanding of each other's challenges and needs.

During the ConPlan period, Consortium members and the City of Richmond utilized a single Grant Application used by all jurisdictions, a single monitoring form with joint monitoring of agencies and shared results with other members, a joint annual grant process and meetings for all applicants and recipients of funding, quarterly or greater Consortium meetings, and increased technical assistance to nonprofits through individual meetings and workshops. All Consortium members have adopted a two-year funding cycle to further reduce agency and CDBG staff costs in these difficult economic times. Consortium members have continually streamlined process to benefit agencies and to reduce our administrative costs, effectively channeling additional funds to our communities.

2010-12 Grant Cycle Process - The two-year grant process for 2010-12 was conducted in 2009 and for the first time utilized on-line web based application submission. Multiple trainings throughout the County were held to acquaint agencies with the simple and intuitive system. Agencies were overjoyed not to have to run multiple copies all over the county to various jurisdictions, and agency satisfaction surveys revealed a high level of satisfaction with the process.

2010-15 Consolidated Plan and Analysis of Impediments - In 2009-10, Consortium members collaborated in the development of the 2010-15 Consolidated Plan and Analysis of Impediments to Fair Housing Choice for all entitlement jurisdictions in Contra Costa County. The County acted as the lead jurisdiction, advertising and procuring a consultant and coordinating public meetings and the flow of information to and from the consultant and jurisdictions. Individual jurisdictions secured meeting space for their public meetings, provided information to the public and consultants, developed their goals for the new Consolidated Plan, and met regularly to coordinate approach and goals for the entire county. Costs were shared by all jurisdictions, thereby greatly reducing the expenditure of CDBG Administration funds for this purpose.

2) Monument Corridor Community Project – Overcomes gaps between city government and hospital institutions and the public, and enhances coordination.

This Healthier Communities Initiative focused on the 10-square mile geographic area in Concord known as the Monument Corridor. This area is listed as one of the areas of highest need in Contra Costa County. Led by Concord's only hospital, The John Muir/Mt. Diablo Community Health Institute, a partnership of over 100 community leaders and neighborhood participants have met since mid-1998 to make recommendations on improving the quality of life for families and children in this community. This dynamic collaboration is fully described in Section I, E.1.a, page 21.

3) Community Oriented Government – Overcomes gaps between governmental institutional structure and entire community, and enhances coordination.

As mentioned in the Community Profile of Concord, the City has embraced a style of governance known as Community Oriented Government (COG). COG is based on a philosophy that recognizes the interdependence and shared responsibility of the City government and the community in making Concord a city of the highest quality, continually enhancing the safety, environment, quality of life, and economic vitality of our city. It is a method of governance that encourages partnerships to identify community issues, determine resources, and apply innovative strategies designed to create and sustain healthy, vital neighborhoods. The five building blocks that are key to Community Oriented Government are partnerships, empowerment, problem solving, accountability, and customer orientation. The COG approach is founded on collaboration, both internally and externally, and responsiveness to internal and external consumer needs. This approach helps to reduce gaps inherent in institutional structures such as city government by increasing communication, developing partnerships, and enhancing coordination.

4) Membership in countywide Code Enforcement Association, and membership in the Homeless Continuum of Care Advisory Board enhances coordination of efforts to improve neighborhoods overcomes gaps between governmental institutional structure and entire community.

e. Improve public housing & resident initiatives.

There are no Public Housing Units in the City of Concord. The Contra Costa Housing Authority assists Concord residents through the Section 8 Existing Housing Program. Section 8 Certificates/Vouchers allow very low-income (below 50% of area median income) families to pay no more than 30% of their income on housing. The Contra Costa Housing Authority contracts with rental housing property owners to pay the difference between what tenants can afford and fair market rents. There are approximately 1,300 Section 8 vouchers in Concord, most used by seniors. Section 8 funding is very limited; no new funding is available.

f. Evaluate & reduce lead based paint hazards.

Units built before 1978 are considered to be at-risk for lead-based paint hazards because effective that year lead-based paint was outlawed. In November 2007, the City of Concord was granted a three-year \$1.4 million grant for Lead Hazard Reduction in the greater Monument Corridor area where over 10,000 units constructed before 1978 are located. The Program Manager is collaborating with the County Lead Poisoning Prevention Program, County Building Inspection Department, Monument Community Partnership, and Monument Futures to reach our goal of remediating lead hazards in 60 units of housing by October 2010. Other goals include extensive outreach in both English and Spanish to residents about lead hazards and the dangers of lead poisoning from a variety of sources, and the training and employment of Monument residents in lead hazard abatement and

cleaning. See Table 3 "Housing Rehab Units" page 13, for lead-based paint grants awarded during the year.

Since initiation of the grant, 147 units of housing have been tested. Fifty of these units tested positive for lead paint hazards. Sixty-one units found to be free of lead were located primarily in nine apartment buildings. Twenty-nine single family homes have been cleared of lead-based paint (LBP) hazards and another nineteen are at various stages in the remediation and clearance process. Two owners withdrew from the Program after their properties had tested positive for lead paint.

Through the grant, the City's capacity to respond to lead-based paint hazards has increased. One hundred ninety-six (196) private remodeling, paint and general contractors, as well as property owners and maintenance workers received technical training in lead safe construction practices. Five of these contractors continued on to become State lead certified supervisors and over 70 persons became EPA certified lead renovators. CDBG Lead Hazard grants will continue to be provided in areas other than the Monument Corridor. Each loan and grant application is assessed for LBP. If remediation is triggered then a parallel process for LBP is followed for the application, which includes a separate property evaluation, inspection, report, work write-up, bid process, contractor evaluation and selection, separate execution and clearance of the work, and separate documentation and record keeping to satisfy federal regulations.

g. Ensure compliance with program & comprehensive planning requirements.

The City of Concord is knowledgeable of and complies with CDBG program and comprehensive planning requirements, as affirmed by HUD monitoring. Although the regulations and requirements for administration of the CDBG program are many and varied, a few important requirements follow. Community Services Division activities are based on a HUD-approved Consolidated Plan spanning the years from 2005-2009, including priorities for funding and meeting goals and objectives established in that document. Concord's Analysis of Impediments was revised with HUD technical assistance four years ago, and guides actions taken to ensure fair housing and equal access to all Concord residents. Concord participated with the Consortium to produce a joint Analysis of Impediments, implemented in 2001 and reviewed and readopted with the 2005-09 Consolidated Plan. In addition, Concord participated with the Consortium this fiscal year to develop the 2010-15 Consolidated Plan and Analysis of Impediments. The Homeless Continuum of Care Plan for 2001-06, and the more recent 10 Year Plan to End Homelessness in Contra Costa County were consulted before the fund allocation process began to determine the highest funding priorities for homeless and other populations with special needs.

Fostering, producing, and maintaining housing that is affordable to a wide spectrum of Concord residents has been a commitment by the City of Concord for decades, and is evident in our allocation of resources. Barriers to affordable housing have been addressed by a variety of planning and funding considerations, as previously mentioned.

Concord has developed an anti-poverty strategy that focuses on development of employment opportunities for poverty-level families and individuals and specialized employment training. Concord's current housing policies preserve affordable housing units funded with federal monies for 30 to 50 years.

Annual Action Plans, Consolidated Annual Performance and Evaluation Reports, are thorough, timely, and have been accepted by HUD without major revisions. NEPA Environmental Reviews procedures are followed for every funded activity. Monitoring of sub-recipients is conducted on a

regular schedule using standards and procedures that are shared by other members of the Consortium. Activities that serve a “presumed benefit” clientele are monitored for reasonable adherence to low-income benefit (staff visits site while activities are in progress, review records during annual monitoring, and more than 51% of these activities are provided to clients who qualify for other types of social services, SSI, etc.). Finally, Concord is prompt in drawing down federal funds and expediting capital and other projects, with a fund balance well within the 150% maximum.

h. Performance Measurement System Implementation

The City of Concord attended the San Francisco HUD training on Performance Measurement Systems in July 2006. During 2007-08, the City of Concord and Contra Costa Consortium fully implemented HUD’s new Performance Measurement system. Changes were made in the CDBG application to incorporate requirements into the application and make prospective grantees aware of the requirements. As the Consortium had already instituted its own performance measurement requirements in 2004-05, only minor modifications were necessary to fully implement HUD’s system for 2007-08. For a description of the numbers of people who were provided new or improved availability/accessibility, affordability, sustainability of decent housing, a suitable living environment, and economic opportunity, please refer to appropriate IDIS reports. For a comparison of the proposed versus actual outcomes for each outcome measure, please see **Attachment 1 – 5 year Consolidated Plan Goal Summary**.

i. Reduce the number of persons living below the poverty level.

Reducing the number of persons living below the poverty level within the City of Concord requires a comprehensive approach to poverty that includes:

- access to housing of choice unimpeded by discrimination;
- availability of affordable housing;
- job opportunities that require limited educational background and/or work experience as well as jobs that offer opportunities for growth and advancement and a living wage;
- opportunities for people with disabilities to move freely, live independently, and become or remain financially independent to the best of their abilities;
- access to health care for individuals, families, and children;
- safety nets for those balancing precariously on the economic edge, including seniors, single-parent families, minimum-wage earners, and others; and
- provision of life’s basic requirements, such as food, shelter, and clothing, for those without these necessities, and other factors.

The City Council, Community Services Commission, and City staff embrace a holistic approach to addressing these issues as they meet to plan each year’s funding allocations. Guided by community input shared in Public Hearings and in community-wide surveys, needs are heard, priorities are determined, and funds are allocated.

However, general economic conditions, the foreclosure crisis, and increased costs of gasoline, health care and food are resulting in greater numbers of people in need of even the most basic services, such as food pantry and hot lunches. Unfortunately, CDBG funds for public services are capped at 15%, and many more people are not served because of this restriction.

This report has endeavored to show how the City of Concord has prioritized and invested its resources to reduce the number of its citizens living below the poverty level in 2009-10. Please see appropriate sections on Affordable Housing, Economic Development, Public Services, Fair Housing information, and Homeless Continuum of Care services.

5. Leveraging Resources

During FY 2009-10 over \$1.5 million in leverage from local resources and agency matching funds were invested to accomplish Concord's housing and non-housing objectives identified in the Consolidated Plan. To help leverage resources, City policy requires a 10% match for all projects funded at \$10,000 and under, and a 20% match for all projects over \$10,000, although this is not a federal requirement. Matching funds for these projects typically include other federal or state funds, or private funds from foundations and donations. **Attachment 1 – 5 Year Consolidated Plan Goal Summary** shows all leveraged funds during FY 2009-10, and throughout the FY 2005-09 Consolidated Plan.

6. Citizen Comments

There were no citizen comments on the CAPER in 2009-10.

7. Self Evaluation

a. *FY 2009-10 Administration*

In all ways, the Concord grant program is thriving, as measured by the following annual City of Concord Performance Measurements for FY 2009-10:

1) Not more than 150% of the Current Year's CDBG Grant Amount on Federal Deposit at the end of the Fiscal Year

At the end of April, Concord had 46% of the grant amount on hand, which is far below HUD's maximum of 150%. This measurement is an indicator that the funds are getting out into the community to accomplish our goals and that capital projects are being completed in a timely manner. HUD recognized the City in a letter to the City Manager as having in place processes to ensure the timely expenditure of federal funds.

2) Number and Percent of CDBG-Funded Capital Projects Completed within Two (2) years of Initial Funding Date

Achieved 100% of performance goal. Our target is to have 90% of capital projects completed within two years.

3) % of Contracts that Meet Performance Indicator of # of Concord Clients to be Served

100% of agencies met their contract performance objectives, many exceeding their obligations. Concord contracted to receive services to 21,974 residents, and agencies served over 34,090 residents (not an unduplicated count between agencies.)

4) % of Customers Served that Rate Agency Service as Good or Better

Client satisfaction with Agency services was 90%, with over 1,879 clients responding! Concord continues to be the only Consortium member to require agencies to measure client satisfaction, so

this data is not on the Consortium standardized quarterly and year-end reports. Accuracy of reported data is verified during monitoring visits.

5) % of Agencies Served that Rate City of Concord Community Services as Good or Better

Agency satisfaction continued to exceed City standards of 90% Excellent or Good. Concord's Grant Process received a 96.5% rating, and Concord CDBG staff received a 99.26% rating amidst the integration and training of a new Community Grants Manager. This agency feedback was solicited using Survey Monkey and a completely blind process for CDBG staff. Over 19 questions were asked, and this strong level of satisfaction shows continued support for and satisfaction with Concord's staff and processes.

6) General Comments

The Community Services division, which administers the CDBG program, was audited by the HUD Compliance office in July 2010, June 2006-07, and by the HUD Regional Labor Relations Officer in FY 2007-08. All monitoring to date shows the City in compliance with administrative requirements as reviewed.

In late 2007, the Community Services division significantly benefitted from the hiring of a new 20-hour, 5 day per week Administrative Assistant. The division formerly employed two such individuals to assist with the block grant program, but decreasing CDBG funding resulted in downsizing the division to just one part-time support staff.

All major goals are on target, and grant disbursements are timely, as evidenced by our fund balance. Claims for payment are usually processed within one week after presentation of quarterly demand and grant status report. Monitoring occurs regularly and in conjunction with other Consortium members.

Concord encountered some barriers in 2009-10 that impacted projects. While the slump in the housing market has dropped rents to make housing more affordable, the general economic conditions and high cost of gas, food, and of living in the Bay area in general continue to increase the number of people who needed emergency food and homeless services. With major economic forces at play, it is sometimes difficult to assess if the activities and strategies being funded are making an impact on identified needs. We count total number of people served against contract, but numbers alone do not indicate the impact on people's lives. Therefore we require that agencies survey individuals who have experienced services delivered by agencies. These individuals attest to the impact the services have had on their lives and how the services met their needs. But in conditions such as we have today, community needs seem to keep on growing.

In response, the City of Concord endeavors to seek and see the larger picture of our community's assets and needs in each year's Community Grant process. This is done through extensive public input at public hearings and focus groups, community meetings, neighborhood associations, through representation by the public in the nine-member Community Services Commission, and through customer and client satisfaction surveys.

Responsive listening and collaboration with a variety of partners continues to increase with the City's progression in Community Oriented Government. Performance-based budgeting ensures accountability and maximizing of resources. Strategic planning and funding commitment on a ten-year basis, with annual revisions to respond to economic and social changes, ensures continuity and inclusion of challenging projects that might otherwise be deferred.

Listening to all segments of the Concord community, looking at the big picture, planning for the future, and allocating Community Development Block Grant and general fund resources annually for the next decade, has made a demonstrable impact within the City of Concord.

8. Monitoring

Concord CDBG staff closely monitor and review all agency activities during the program year. This process begins with a detailed contract which outlines performance objectives and reporting requirements. Quarterly reports are thoroughly reviewed to ensure that agencies are on track to achieve their performance outcomes, and that they are serving eligible clients that represent Concord's diversity. Quarterly Sources and Uses reports are compared to budgets to verify the need for CDBG funding and ensure that fundraising goals are on track. Quarterly Requests for Reimbursement are carefully reviewed to ensure compliance with applicable OMB circulars and HUD regulations. CDBG staff is in close communication with agency leadership and program staff throughout the year. Finally, staff ensures ongoing compliance by monitoring approximately one-third of all CDBG subrecipients annually and sharing monitoring results of mutually-funded programs with Consortium members.

IV. CDBG PROGRAM NARRATIVE

1. Assessment of Relationship of CDBG Funds to Goals & Objectives

Please see Attachment 1 – 5 Year Consolidated Plan Goal Summary.

2. Changes in Program Objectives

No changes were made in program objectives.

3. Assessments of Efforts in Carrying Out Planned Actions

a. Pursued all resources

As illustrated in the Leveraging section the City of Concord pursued all of the resources we indicated we would in the Consolidated Plan, and was successful in attracting and leveraging greater investments than expected.

b. Provided Certifications of Consistency

City Staff provided Certifications of Consistency in a fair and impartial manner by the two agencies which requested them in 2009-10 - Housing Rights and Catholic Charities.

c. Facilitated Consolidated Plan implementation

The actions reported in this CAPER reflect the enthusiastic support of the City of Concord for the Consolidated Plan goals and objectives. No City staff or subrecipient hindered Consolidated Plan implementation by action or willful inaction. The Consolidated Plan served as a vital document to guide Action Plan priorities and funding decisions for CDBG funds, general funds for public and human services, and RDA housing set-aside funds.

4. Use of CDBG Funds for National Objectives

The City of Concord used its CDBG funds exclusively to meet the National Objective of Benefit to Low- and Moderate-Income Persons (§ 570.208), in the categories of area benefit and limited clientele activities, housing activities, and job creation or retention activities.

NOTE: Only CDBG funded activities are included in this section. Activities funded by General Fund and Child Care Developer Fees are not listed below.

a. Presumed Benefit activities FY 2009-10 CDBG-funded programs *only* that benefited a population presumed by HUD definition to be low/mod (battered spouses, abused children, disabled adults, homeless persons, persons with AIDS, illiterate adults, the elderly, and migrant farm workers) included:

- Anka Behavioral Health – Addressing Addictions to Alcohol (Homeless)
- Anka Behavioral Health – HOPE Plus (Homeless)
- Court Appointed Special Advocates (CASA) – (Abused Children)
- CC Health Services Homeless Program – Adult Interim Housing (Homeless)
- CC Health Services Homeless Program – Homeless Adult Respite Project (Homeless)
- City of Concord Removal of Barriers to the Physically Disabled (Disabled Adults)
- Food Bank of Contra Costa & Solano – (Homeless, Seniors, HIV/AIDS)
- Lions Blind Center – Independent Living Skills for Visually Impaired (Disabled Adults)
- Ombudsman Services – (Disabled Adults)
- Rehabilitation Services Transportation for Frail Elderly (Elderly)
- STAND! Against Domestic Violence – Emergency Shelter (Battered Spouses)

b. Low/Mod Area Benefit activities have to fall within one of Concord's low/mod Census tract block groups to be eligible. This is charted on a map at the time of eligibility determination and retained in the project file. FY 2009-10 CDBG-funded low/mod area benefit activities included:

- City of Concord Neighborhood Preservation – Code Enforcement Program
- City of Concord Curb, Gutter – Curb/Gutter/Sidewalk program
- Concord Child Care Center – Outdoor Play Area Rehabilitation

c. Limited Clientele activities require that all participants disclose and attest to, or otherwise document, the number of people in household and household income, which was compared on a 2006 Income Limits chart. Documentation of individual's income and eligibility is verified upon monitoring of the subrecipient, and records are kept for five years. FY 2009-10 CDBG-funded Low/mod limited clientele activities included:

- Bay Area Legal Aid – Legal Safety Net Project
- Contra Costa Small Business Development Center – Management Assistance Program
- City of Concord – Housing Conservation Loan Program (Entitlement & RLF)
- City of Concord – Housing Division Lead Based Paint Grant Program
- Monument Crisis Center – Emergency Food
- SHELTER, Inc. – Homeless Prevention Program

Compliance was ensured by monitoring subrecipients, sharing monitoring results of mutually-funded programs with Consortium members, grantee contracts updated with changes to OMB circulars and HUD regulations, quarterly and final reports from subrecipients, and regular communication with agency leadership and program staff.

5. Anti-displacement & Relocation

During the program year, no project required relocation activities. Priority in the allocation of funds is assigned to projects that do not involve permanent relocation. However, projects involving relocation may be funded if required to eliminate unsafe or hazardous housing conditions, reverse conditions of neighborhood decline and stimulate revitalization of a specified area, and/or to accomplish high priority affordable housing projects. As specified in all Project Agreements and related loan documents, the City and project sponsors must adhere to the requirements of the Uniform Relocation Act (URA) in projects involving permanent or temporary relocation. In addition, wherever feasible, households and organizations will be offered the opportunity to remain in the project upon completion.

Virtually all CDBG funded housing projects that would require relocation are also funded with Contra Costa HOME Consortium funds. Such relocation activities are reported in the Contra Costa County CAPER, and are monitored by the County's HOME staff.

6. Low/Mod Job Activities

No economic development activities were undertaken where jobs were made available, but not taken, by low- or moderate-income persons.

7. Program Income Received

Housing loan activities conducted by the City Housing Division produce program income as borrowers pay off loans upon maturity, upon sale of the unit, or when their low-income status changes. However, program income was at an all-time low this year as housing being sold did not have enough equity to cover the debt of the loans, and as more people held on to their housing. Program income produced from such activities amounted to \$24,079.81 in 2009-10.

8. Prior period adjustments

None

9. Loans and other receivables

None

10. Lump sum agreements

None

11. Neighborhood Revitalization Strategies

None

V. PUBLIC PARTICIPATION

1. Summary

The City of Concord actively seeks input and comment from the community on any aspect of the Community Development Block Grant funding process. Concord complies with and exceeds the Public Participation requirements of HUD's CDBG program. Public participation is sought from local non-profit agencies, businesses, local government agencies and citizen organizations in Concord when setting priorities for funding as a process of developing the five year Consolidated Plan, when developing the Analysis of Impediments to Fair Housing Choice, when selecting programs for funding during the Action Plan development, and in the development of the annual Performance Report (CAPER). The City also actively seeks input from nonprofit agencies through annual surveys administered at the Kick-Off and Subrecipient Training events, and through an annual Agency Satisfaction questionnaire that is administered at the end of each program year to seek input on how Concord can improve its service to the funded agencies.

a. Community Services Commission

A vital structure that provides for citizen involvement in the CDBG process is the nine (9) member Community Services Commission (CSC), which is comprised of a cross-section of Concord residents. The CSC is an important arm of the community in determining for what purpose and in which locations resources should be allocated in Concord. These volunteers serve two-year terms and can be reappointed by the Council for subsequent terms. The average term of service is six years. The CSC reviews all proposals for services and makes recommendations to the Council for funding. In the last five years, the City Council has accepted the CSC recommendations without change or alteration, indicating their respect for the work of its members.

b. Public Notification of Meetings

A schedule of CSC and other CDBG-related meeting dates, times, and locations is posted at all times in a public area at the Civic Center. The Public is duly notified in advance, in full compliance with the Brown Act and HUD regulations, of all Public Hearings. A notice is printed in the newspaper a minimum of two weeks before CDBG Public Hearings take place (usually display ads), and notice is posted at the Library and in a public posting place at the Civic Center, a minimum of one week before the Public Hearings. All agencies submitting applications and any other parties indicating interest receive a letter of invitation to the meetings, and an agenda.

c. Public Participation in 2009-10 for the 2010-12 Grant Cycle

FY 2009-10 was the second year of the two-year grant cycle, the Grant Cycle Kickoff for the 2010-12 funding cycle, and the year in which the 2010-15 Consolidated Plan and Analysis of Impediments was developed. The Community Services Commission and City Council meet in Study Session twice and held several public hearings to determine needs for the upcoming five year period, and to obtain public input on recommendations for funding.

The Grant Kickoff was once again held at the Concord Senior Center on October 8, 2009, with all jurisdictions of Contra Costa County participating and a record number of agencies and individuals attending (over 250 people representing over 150 agencies.) The entire application process was handled on-line, after last year's successful trial of the more limited Renewal application. Although there were several hitches along the way, applicants praised the process as being a significant improvement. Perhaps the most appreciated aspect was that applicants no longer had to drive all over the County and submit up to 12 copies of the application per jurisdiction and still get it there by the 4:00 p.m. deadline! Although staff printed copies of all applications for Commissioners, the

online application also allows CSC members to view all attachments, such as very lengthy financial audits, without having to have a printed copy.

The City of Concord received 48 applications totaling \$1,584,810 (in 2007, there were 52 applications totaling \$3,228,452.) The 36 applications for Public Services funding totaled \$610,464, with an \$299,231 available from CDBG, General Fund and Child Care Developer Fees. The 12 applications received for Capital Improvement, Economic Development and Housing totaled \$974,346, with \$407,212 available in CDBG funds.

Because of staff workload and transition this year, the CSC review process was modified from previous practice. It was necessary to eliminate the applicant interview process, which was held in four + meetings in January and February, as well as two to three full-day tours of agency projects and facilities. CSC members were encouraged to review the applications individually during January and submit questions in writing for agency response. Then the CSC met in February to review each application. Experienced Commissioners and staff shared their knowledge and experience with the agencies and on prior tours. In addition, all Commissioners were given final Year End Summary reports of any agencies funded in 2008-09.

The CSC conducted deliberations in March, informed agencies of draft recommendations, conducted a special Explanation hearing for agencies requesting additional information or feedback in April, and meet with Council in Study Session to convey their funding recommendations on April 27th. The Public Hearing with City Council to finalize the funding recommendations of the CSC was held May 11, 2010.

d. Documents Available for Public Review

The following documents are available for citizen review at the Community Services office, located at 2974 Salvio Street, Concord:

- 2010-15 Consolidated Plan, Analysis of Impediments to Fair Housing Choice, and 2010 Action Plan; 2005-2009 Consolidated Plan, Analysis of Impediments, and all associated Action Plans, CAPERs, and associated funding awards and notices from HUD for the five-year period;
- 2000-05 Consolidated Plan, Analysis of Impediments, and all associated Action Plans, CAPERs and associated funding awards and notices from HUD for the five year period;
- Concord Citizen Participation Plan, Limited English Proficiency Plan, Relocation Assistance Plan, and any other plans required by HUD.

2. CAPER Public Notice

The Notice of Availability for Public Review and Comment for the 2009-10 CAPER was published on September 2, 2010. The notice provided citizens until 5:00 September 17, 2010 submit comments, meeting the required 15-day comment period per 24 CFR 91.105(D). The City of Concord received no public comments during the review period.

a. Proof of Publication

Contra Costa Times

PO Box 4147
Walnut Creek, CA 94596
(925) 935-2525

Concord, City of
Finance Dept., MS-06, 1950 Parkside Dr.
Concord CA 94519-2526

PROOF OF PUBLICATION

FILE NO. legal ad

In the matter of

Contra Costa Times

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter.

I am the Principal Legal Clerk of the Contra Costa Times, a newspaper of general circulation, printed and published at 2640 Shadelands Drive in the City of Walnut Creek, County of Contra Costa, 94598

And which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Contra Costa, State of California, under the date of October 22, 1934. Case Number 19764.

The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

9/2/2010

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California.
On this 2nd day of September, 2010.

Signature

b. CAPER Public Comment Received

None

Legal No.

0003632099

**Notice Of Availability
For Public Review and
Comment - City of
Concord FY 2009-10
Consolidated Annual
Performance and
Evaluation Report
(CAPER)**

TO ALL INTERESTED
AGENCIES, GROUPS AND
PERSONS

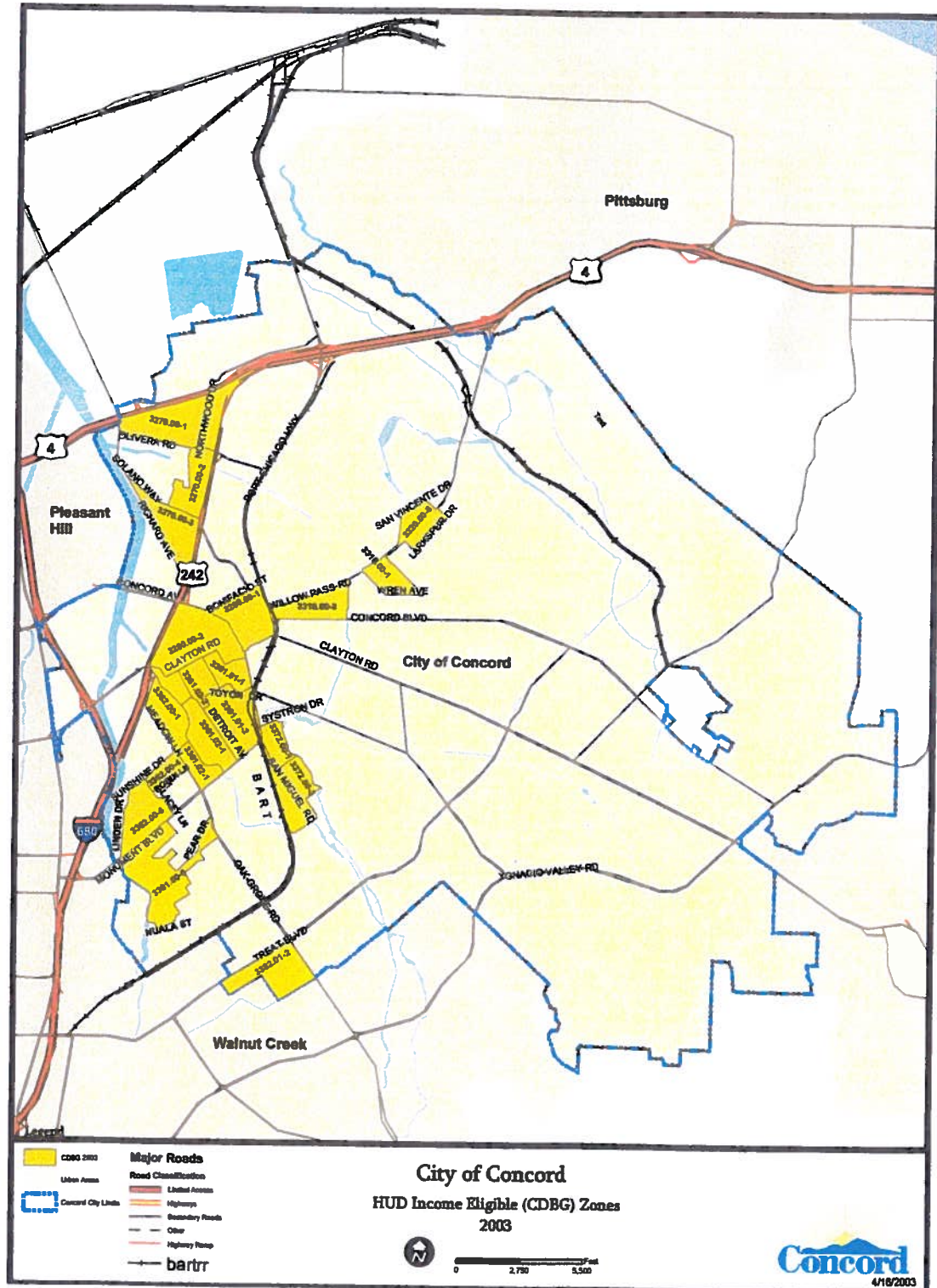
NOTICE IS HEREBY GIVEN that pursuant to the provisions of 24 CFR 91.105 of the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, the City of Concord has completed and made available for public review and comment its 2009-10 Program Year CAPER. This report contains the City's assessment of its accomplishments in the use of CDBG and other funds toward carrying out the program's National Objectives of Benefits to low- and moderate-income persons.

Copies of the 2009-10 CAPER are available for public review and comment at the Community Services Division, 2974 Silvio Street, during the hours of 9:00 a.m. to 5:00 p.m. M-F. The CAPER can also be accessed via the City's website, at <http://www.cityofconcord.org/community/grants/formsanddocs.aspx>. To be included in the City's report to HUD, all public comments relative to the CAPER must be submitted to the City of Concord Community Services division no later than Friday, September 17, 2010, at 5:00 p.m. Comments may be submitted by mail, email, or fax to: Maria Parada, Community Grants Manager, City of Concord, 1950 Parkside Drive MS/10, Concord CA 94519. Telephone (925) 671-3327, Fax (925) 671-3449, e-mail maria@ci.concord.ca.us.
CCT#3632099
Sept. 2, 2010

VI. OTHER ATTACHMENTS & NARRATIVES

Attachment 1 – 5 Year Consolidated Plan Goal Summary

Attachment 2 – MAP of Lower Income Census Tracts & Block Groups



Attachment 4 - Financial Summary Report

IDIS

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR 26 - CDBG Financial Summary Report

DATE: 10/1/2010
 TIME: 2:11:59 pm
 PAGE: 1/1

Grantee	CONCORD , CA
Program Year	2009
PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	884,567.00
02 ENTITLEMENT GRANT	1,021,808.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	80,915.17
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	(56,835.36)
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,930,454.81
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	967,398.71
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	17,634.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	985,032.71
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	205,651.00
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	3,527.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,194,210.71
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	736,244.10
PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	967,398.71
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	17,634.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	985,032.71
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2009 PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	171,385.43
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	(20,000.00)
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	151,385.43
32 ENTITLEMENT GRANT	1,021,808.00
33 PRIOR YEAR PROGRAM INCOME	1,590.55
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	79,324.62
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,102,723.17
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	13.73%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	205,651.00
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	3,527.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	209,178.00
42 ENTITLEMENT GRANT	1,021,808.00
43 CURRENT YEAR PROGRAM INCOME	80,915.17
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	(56,835.36)
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,045,887.81
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	20.00%

Attachment 5 - CDBG Billing for FY 2009-10

Attachment 6 - IDIS Billing Recap

Housing & Community Services
 252, 253 & 254
 Recap of Billing
 FY09/10
 (Updated as of 6/19/10 ps)

For month of	Fund 252	Fund 253	Fund 254	Total	Line of Credit				
					PI	B08MC060009	B09MC060009	B09MY060009	LOC balance
Beg. Bal.					24,868.00	594,306.42	1,021,808.00	275,702.00	1,916,684.42
July 09 - March 10	65,264.04	150,969.24	512,867.89	729,101.17	-19,510.00	-558,621.93	-150,969.24		0.00
April, 10	2,338.73	762.29	48,208.22	51,309.24	0.00	-35684.49	-14,862.46	-762.29	0.00
May, 10	2,978.00	922.61	69,701.90	73,602.51	0.00		-72,679.90	-922.61	0.00
June, 10	6,390.97	105,934.50	428,016.35	540,341.82	-5,358.00		-429,049.32	-105,934.50	0.00
	<u>76,971.74</u>	<u>258,588.64</u>	<u>1,058,794.36</u>	<u>1,394,354.74</u>	-	0.00	505,216.32	17,113.36	522,329.68

Attachment 7 - Schedule of CDBG Program Income

CDBG other revenue
 FY09/10 as of 6/30/10

Revolving Fund

Loan Principal Repymt	23,777.36
Loan Interest pymt	302.45
	<u>24,079.81</u>

Other CDBG revenue

Other Income	0.00
Loan Repymt	0.00
	<u>0.00</u>

Total CDBG revenue	<u>24,079.81</u>
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FY09/10 allocation	1,021,808.00	1,021,808.00	
Program income	24,079.81	80,915.17	FY08/09
	<u>1,045,887.81</u>	<u>1,102,723.17</u>	

Admin cost	209,178.00	20.00%
Public Service	151,385.43	13.73%