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**2013**

**Consolidated Annual Performance  
Evaluation Report**

Prepared by the Sacramento Housing and Redevelopment Agency  
On behalf of the City of Sacramento

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## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Consolidated Plan is designed to help local jurisdictions assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the four federal Community Planning and Development (CPD) formula block grant programs: the Community Development Block Grant (CDBG), the HOME Investment Partnership (HOME), the Emergency Solutions Grant (ESG) program, and the Housing Opportunities for Persons with AIDS (HOPWA) program. In the Consolidated Annual Performance and Evaluation Report (CAPER), grantees report on accomplishments and progress toward Consolidated Plan goals in the prior year.

This is the first reporting year of the 2013-2017 Consolidated Plan. On behalf of the City of Sacramento, the Sacramento Housing and Redevelopment Agency (SHRA) administered approximately \$8 million in CPD funds:

- CDBG - \$4,285,920
- HOME - \$1,812,849
- ESG - \$302,627
- HOPWA - \$862,627

The following overarching goals adopted in the 2013-2017 Consolidated Plan guided SHRA in assigning annual community priorities:

- Provide decent housing for low- and moderate-income households, and those with special needs;
- Provide safer, more-livable neighborhoods; and
- Expand economic opportunities.

The table below represents by unit of measure (e.g., housing units, persons assisted, number of beds, etc.) an update of the Consolidated Plan's five-year expected strategic goals and actual program year outcomes. The eCon Plan Suite CAPER software has not adequately pulled the CDBG, HOME, ESG or HOPWA goals and objectives or Source/Amount for this program year. Therefore, the table below has been revised to provide the actual households as provided by a combination of the Con Plan Goals and Accomplishment and the PR-23 Integrated Data Information System (IDIS) reports, data from the 2013

ESG Homeless Management Information Systems (HMIS) Consolidated CAPER and hand-calculated HOPWA CAPER, and shelter bed nights from information provided by Sacramento Steps Forward (lead agency of the Continuum of Care). The PR-23 HOME accomplishments report currently groups rehabilitation and new construction units in one category. The table below reflects this distinction for HOME produced units. Please note that the 22 HOME units produced in 2013 are part of two projects: newly constructed La Valentina (81 total unit) and rehabilitated Forrest Palms Apartments (40 total units). Both projects are 100 percent affordable and have in total produced at total of 121 affordable units.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

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Goal	Category	Source / Amount Program Year Funding	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Housing Development, Preservation & Homeownership	Affordable Housing	CDBG- \$1,108,976 HOME- \$1,960,090	Rental units constructed	Household Housing Unit	180	11	6.11%	36	11	30.56%
Housing Development, Preservation & Homeownership	Affordable Housing		Rental units rehabilitated	Household Housing Unit	405	11	2.72%	72	11	15.28%
Housing Development, Preservation & Homeownership	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	1290	296	22.95%	300	296	98.67%
Housing Development, Preservation & Homeownership	Affordable Housing	N/A	Housing for People with HIV/AIDS added	Household Housing Unit	3	0	0.00%	0	0	0.00%
Infrastructure and Public Improvements	Non-Housing Community Development	CDBG - \$865,963	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	82000	61747	68.96%	10124	61747	609.91%

Goal	Category	Source / Amount Program Year Funding	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Public Services	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG - \$621,246 ESG - \$279,484	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	23600	7934	33.62%	12800	7934	61.98%
Public Services	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	HOPWA - \$835,604	Homeless Person Overnight Shelter	Persons Assisted	2300	19345	841.09%	15695	19345	123%

Goal	Category	Source / Amount Program Year Funding	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Public Services	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	30	53	176.67%	120	53	44.17%
Public Services	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		Homelessness Prevention (STRMU)	Persons Assisted	50	347	694.00%	400	347	86.75%



Goal	Category	Source / Amount Program Year Funding	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Public Services	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		Housing for Homeless added	Household Housing Unit	2	0	0.00%	0	0	0%
Public Services	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		HIV/AIDS Housing Operations	Household Housing Unit	263	136	51.71%	160	136	85%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

During the 2013 program year, measurable progress was made on the majority of the five-year goals established in the Five-Year Consolidated Plan, as is outlined in the tables above. In some instances actual accomplishments exceeded the anticipated goals. This was especially true for activities that provided supportive services and housing-related assistance to homeless individuals and families.

Delays were encountered by some physical projects, making it difficult to complete the activity and report total accomplishments by the close of the program year. In addition, a number of affordable housing projects experienced delays primarily due to the need to secure additional financial resources. These projects are still underway and will report accomplishments in subsequent CAPERs.

Please refer to the reports below for additional information:

- Con Plan Goals and Accomplishments (new)
- Summary of Activities (PR03)
- Drawdown Report by Voucher Number (PR07)
- Summary of Accomplishments Report (PR23)
- Financial Summary (PR26)
- Shelter Bed Inventory
- ESG Consolidated CAPER (new)

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

Race	CDBG	HOME	HOPWA	ESG
White	280	9	252	113
Black or African American	155	8	151	102
Asian	34	3	5	6
American Indian or American Native	18	0	4	3
Native Hawaiian or Other Pacific Islander	7	0	10	3
Other Multi-Racial	71	2	61	0
Ethnicity				
Hispanic	75	2	58	29
Not Hispanic	490	20	425	198
<b>Total</b>	<b>565</b>	<b>22</b>	<b>483</b>	<b>227</b>

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

Entitlement funds were distributed among Sacramento's Census block groups with high concentrations of low- and moderate-income households and high concentrations of minorities.

The eCon Plan Suite CAPER software has not adequately pulled the racial and ethnicity data of families assisted. Therefore the table above has been revised to provide the actual households as provided by the PR-23 CDBG and HOME accomplishment reports, and unduplicated client demographics from the 2013 ESG and HOPWA CAPERs.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Expected Amount Available	Actual Amount Expended Program Year 2013
CDBG	Public - Federal	17,143,680	3,809,562
HOME	Public - Federal	7,252,384	796,847
HOPWA	Public - Federal	3,450,508	846,178
ESG	Public - Federal	1,208,580	0

**Table 3 – Resources Made Available**

### Narrative

The table above provides a comparison between expected amount of funds available from each resource for the five-year period to the amount actually expended in the program year. The expected amount available is generated by the IDIS system based on information entered into the Consolidated Plan's Strategic Plan section and Annual Action Plan. The expenditure data is generated by the system based on drawdowns completed during the program year. Narrative below explains any adjustments made to the default values.

The actual expenditures for each priority need during program year 2013 were fairly consistent with those proposed in the Annual Action Plan. Affordable housing and infrastructure projects are often initiated during one program year but span multiple reporting periods, thus not all funds are expended during a reporting period. Infrastructure and public improvements expenditures were higher than proposed due in large part to the drawdown of funds that were originally allocated during previous program years. Many projects will continue through the next program year when additional funds will be expended. Progress and expenditures on these activities will be reported in future CAPERs, including the HOPWA CAPER.

Actual Amount Expended Program Year 2013 column values were corrected by staff utilizing IDIS reports PR07 and PR23. ESG funds were not drawdown in the IDIS system in 2013 because the Sacramento County Department of Human Assistance had not completed its reconciliation of accounts (SHRA became the ESG administrator in 2013). SHRA will draw ESG funds in IDIS in 2014.

## Narrative

SHRA provides CDBG assistance in low- and moderate-income communities. The boundaries of these areas make up eight council districts that are adjusted every Federal census term (10 years).

Per IDIS report PR26 – CDBG Financial Summary Report:

- Low/Mod benefit this reporting period - 100%
- Public Service Cap – 13.33%
- Planning and Administration Cap – 10.47%

Most activities undertaken by the City utilizing CDBG, HOME, ESG and HOPWA funds are efforts to reduce persons in poverty and improve the quality of life for Sacramento residents; either directly or indirectly. Programs that directly influence the poverty level: job enrichment, development, and placement through education and economic development. Projects that indirectly affect poverty include those that upgrade the community and provide affordable housing. CDBG, HOME, ESG and HOPWA funds are often used as matching funds that also reduce the number of poverty level families.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

Sacramento shares HUD's goals of using Consolidated Plan funds to seed programs and projects that will ultimately prove financially self-sufficient. Unfortunately, over the past six-years other federal, state, and local public resources for most of the activities eligible for Consolidated Plan funding have been cut severely in order to reduce deficits. Private resources have been similarly limited by reductions in corporate, foundation, and individual giving to nearly all non-profit entities during the same period. As a result, it has been nearly impossible for many organizations that address the priority needs established in the Consolidated Plan to survive without the assistance of the CDBG, HOME, ESG, and HOPWA programs.

Listed below are sources of additional funds received in 2013 for community development activities.

### CDBG Program Income and Revolving Loan Funds Revenue

- Single-Family RLF: \$266,575
- Multi-Family RLF: \$252,661
- First-Time Homebuyer: \$51,518
- Section 108-Auburn: \$23,333
- Program Income: \$1,292

CDBG Total: \$600,600

HOME Program Income and Revolving Loan Funds Revenue: \$1,258,320

Private fund raising, donations, and in-kind services provided by subrecipients and private citizens are utilized to carry out programs that meet needs identified in the Consolidated Plan. An example of leverage includes, the Single Room Occupancy (SRO). This program is funded with CDBG in the amount of \$120,000 and \$132,675 from Shelter Plus Care, and has a match and leverage combined total of \$417,862. Leverage in part is provided by the TLCS and Sacramento County Department of Mental Health which provides funding to pay for case management to provide services to the residents living in the Shasta Hotel. Other services include janitorial, a copy machine, printer and other office supplies. Heffernan Grant provides funding to purchase food from FoodLink for the onsite food pantry, and Meals on Wheels (funded in part with CDBG) provides meals.

To review how federal resources leveraged other public and private resources; please refer to the HOME Annual Performance and Match Reports below and Section CR-70 ESG Expenditures for information

regarding the match requirements for these programs.

Please note for the Minority/ Women Business Enterprise (M/WBE) Report below: Greenfair Projects (IDIS # 2921) repaid and canceled in IDIS. The program income received in 2013 reflects typical receipts and additionally the Greenfair repayment.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	32,134,133
2. Match contributed during current Federal fiscal year	2,420,197
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	34,554,330
4. Match liability for current Federal fiscal year	339,052
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	34,215,278

**Table 4 – Fiscal Year Summary - HOME Match Report**

<b>Match Contribution for the Federal Fiscal Year</b>								
<b>Project No. or Other ID</b>	<b>Date of Contribution</b>	<b>Cash (non-Federal sources)</b>	<b>Foregone Taxes, Fees, Charges</b>	<b>Appraised Land/Real Property</b>	<b>Required Infrastructure</b>	<b>Site Preparation, Construction Materials, Donated labor</b>	<b>Bond Financing</b>	<b>Total Match</b>
3214	12/12/2007	0	0	0	0	0	33,673	33,673
3194	09/18/2008	0	0	0	0	0	51,090	51,090
3557	04/01/2012	38,422	287,520	0	0	0	776,192	1,102,134
3605	03/26/2013	0	265,322	0	0	0	0	265,322
3572	12/01/2012	255,190	25,288	0	0	0	687,500	967,978

**Table 5 – Match Contribution for the Federal Fiscal Year**



**HOME MBE/WBE report**

<b>Program Income – Enter the program amounts for the reporting period</b>				
<b>Balance on hand at begin-ning of reporting period</b>	<b>Amount received during reporting period</b>	<b>Total amount expended during reporting period</b>	<b>Amount expended for TBRA</b>	<b>Balance on hand at end of reporting period</b>
<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
\$883,517.18	\$2,519,293.10	\$883,517.18	0	\$2,519,293.10

\*Please note the Greenfair Projects (IDIS # 2921) repaid and canceled in IDIS. The program income received in 2013 reflects typical receipts and additionally the Greenfair repayment.

**Table 6 – Program Income**

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	<b>Total</b>	<b>Minority Business Enterprises</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
<b>Contracts</b>						
Dollar Amount	\$17,634,646	0	0	0	0	\$17,634,646
Number	2	0	0	0	0	2
<b>Sub-Contracts</b>						
Number	98	0	0	0	0	98
Dollar Amount	\$12,671,643	0	0	0	0	\$12,671,643
	<b>Total</b>	<b>Women Business Enterprises</b>	<b>Male</b>			
<b>Contracts</b>						
Dollar Amount	\$17,634,646	0	\$17,634,646			
Number	2	0	2			
<b>Sub-Contracts</b>						
Number	98	1	97			
Dollar Amount	\$12,671,643	0	\$12,658,089			

**Table 7 – Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property</b> – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 8 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 9 – Relocation and Real Property Acquisition**

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	372	307
Number of special-needs households to be provided affordable housing units	160	136
<b>Total</b>		

Table 10 – Number of Households

	One-Year Goal	Actual
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Table 11 – Number of Households Supported

### Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Goals and accomplishments are from CR-05 – Goals and Outcomes above.

In 2013, SHRA housing programs were successful in meeting the objectives of expanding the supply of and improving the quality of affordable housing for low- and moderate-income households. SHRA programs were utilized both to increase homeownership opportunities, to provide homeowner repair assistance, to create new units of multi-family housing, and to rehabilitate existing multi-family projects.

## **Discuss how these outcomes will impact future annual action plans.**

SHRA will continue to evaluate its programs and adjust as necessary in future One-Year Action Plans. SHRA homebuyer assistance programs were not funded using CDBG or HOME resources in 2013, however in the absence of these resources, SHRA provided homebuyer assistance programs with CalHome funding from the state of California. Rebuilding Together provided residential rehabilitation programs and was funded using CDBG resources. SHRA multifamily new construction and rehabilitation programs were funded with HOME and leveraged dollars from bonds and tax credits, state, local, and private sources.

Where HOME funds were used to assist, our programs met the Section 215 requirements for affordable housing regarding purchase price, income levels served and resale restrictions. Within the City, per IDIS report PR-23, there were 22 units of multifamily affordable housing completed in program year 2013. All units qualified as affordable according to Section 215.

The Development Finance team continues to offer loans to affordable developers, both for profit and nonprofit, and to property owners for the rehabilitation of substandard housing and for the development of new affordable housing. The Department's purpose is to invest public funds in new construction or rehabilitation projects that preserve and expand the supply of affordable housing, and lend SHRA's affordable housing policy initiatives in cooperation with the City and County. In 2013, the Department continued to organize the issuance of tax-exempt mortgage revenue bonds, perform credit analyses, and create public financing structures. It provided housing loans to support new construction in growth areas and urban infill development in older neighborhoods, the rehabilitation of deteriorated properties as a revitalization tool, and the continued preservation of existing affordable housing.

### **Worst-Case Housing Needs**

Worst-case housing needs are defined as low-income renter households who pay more than half their income for rent, live in seriously substandard housing (includes homeless people) or have been involuntarily displaced. Sacramento serves the worst-case needs by working with the Housing Authority, public service agencies, and with Sacramento Steps Forward, Lead Agency of the Continuum of Care, to maintain an umbrella of services to assist residents in their time of need. For further information, please refer to the Continuum of Care report on file with Sacramento Steps Forward for information on how the community addresses emergency housing and assistance services.

### **Housing Needs of Persons with Disabilities**

All of the City's funded housing developments comply with the Architectural Barriers Act of 1968, the Fair Housing Act of 1988, and Americans with Disabilities Act of 1990.

There are a variety of services for persons with disabilities in the Sacramento Region. An example is the State of California’s Department of Developmental Services. This department provides services for children and adults with developmental disabilities, including, living arrangements, advocacy for the protection of legal, civil and service rights. In addition to the State’s programs, Disability Rights of California also provides services, including, rights to basic support, personal care, therapy and health care; discrimination in housing, transportation, employment, and access to public and private programs and services.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	3,199	14
Low-income	291	8
Moderate-income	126	0
<b>Total</b>	<b>3,616</b>	<b>22</b>

**Table 12 – Number of Persons Served**

**Narrative Information**

The table above data source is IDIS report PR-23 CDBG and HOME accomplishments.

SHRA makes housing options available to all qualified individuals regardless of race, color, religion, sex, familial status, disability, national origin, sexual orientation, and gender identity. SHRA markets its single-family home loan programs to area lenders, who are trained to offer the program to all income-eligible buyers. SHRA also works with professional housing counseling agencies to offer homebuyer education and counseling to prospective homebuyers. Counseling services include outreach in different languages, and education on fair housing law.

For all multi-family rental projects, SHRA strictly enforces affirmative marketing and Equal Housing Opportunity practices. Each SHRA-funded project is required to report the status of their affirmative marketing practices annually using SHRA'S Affirmative Marketing Compliance Questionnaire. Compliance measures include but are not limited to advertising in both general circulation and minority newspapers, and displaying the Equal Housing Opportunity logo in a prominent location that is visible to both ingress and egress to the property. Finally, annual audits are performed for HOME-funded rental housing projects, and include checking records of advertising and special outreach activities. If a property is found to have a disproportionate make-up of one group, SHRA employs corrective steps including reestablishing a wait list based on remarketing of the units. This procedure insures the property represents the community at large.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

*Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:*

*Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs*

Sacramento Steps Forward (SSF) is the lead Agency for the Continuum of Care (CoC) in the Sacramento Region. The CoC Advisory Board oversees all CoC business, facilitating policy and planning to prevent and end homelessness via engaged members and strong committees addressing housing, health, coordinated entry, Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act, and employment/income. In 2013, the CoC Advisory Board approved a Coordinated Entry and Assessment Plan, increased collaboration with adjacent CoCs through Yolo County CoC joining Sacramento's HMIS and taking steps towards a future merger with El Dorado County CoC; increasing awareness of enrollment of homeless persons in Affordable Care Act (ACA) healthcare; and hearing and responding to various issues of CoC Program projects. In 2014, the CoC Advisory Board will fulfill commitments set forth in its governance charter regarding CoC planning (particularly regarding coordination with ESG) and HMIS policies and procedures.

Homelessness prevention objectives included: 1) support efforts to continue the CoC system for homeless through the provision of emergency shelters, transitional housing, and permanent supportive housing services, including housing for the chronically homeless, and, 2) provide community and supportive services for low- and moderate-income persons and those with special needs, including the homeless and persons living with HIV/AIDS.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

ESG and CDBG funding, along with funding from other resources, will continued to provide assistance for emergency shelter needs for homeless individuals and families, including a Comprehensive Alcohol Treatment Center. Refer to section CR-70 below for ESG performance outcomes. As the HEARTH-Act was implemented, SHRA, in coordination with the CoC, began reassessing the shelter programs currently receiving ESG funding with the intention of meeting new HEARTH requirements that a portion of ESG funding be moved into rapid re-housing activities. In late 2013, SHRA issued a request for proposals seeking a provider to assume central intake responsibilities for ESG with the eventual inclusion of ESG as part of Coordinated Entry for the CoC. Also in 2013, the CoC and the faith-based community continued to work on a plan for additional winter shelter beds during inclement weather. Please contact Sacramento Steps Forward for information regarding the Shelter Bed Inventory.

An example of transitional housing is the Mather Community Campus. DHA operated the transitional housing program on the Mather Community Campus from 1993 to March 2010. Due to recent

budgetary reductions, DHA is no longer the sponsor of services under HUD but remains the fiscal agent. Volunteers of America, Sacramento Area Emergency Housing Center and Crossroads assumed sponsorship in April 2010. This transitional housing program provided skill building and job readiness for individuals and families with children in 2013. The Campus has 22 buildings on 31 acres and is home to 320 transitional housing residents.

Lutheran Social Services has adopted a hybrid model of Youth and Family Transitional Housing known as Rapid Transitioning, which requires bi-weekly meeting with clients. This client-driven process includes setting realistic short-term goals in team meetings with clients to remove employment barriers. The case managers and the clients work closely to achieve goals. This prevention and rapid re-housing program model is effective in helping clients gain and maintain employment to reach self-sufficiency and will be used as a best practice model for future rapid re-housing programs.

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

The CoC Advisory Board continues to fund and seeks additional funding to continue helping homeless persons and families make the transition to permanent housing and independent living.

The CoC lead Agency, SSF, launched the 100,000 Homes Campaign in July 2013 which incorporates the Housing First Model and seeks to Improve and simplify Local Housing and service systems making them and easy to navigate, while targeting resources quickly and efficiently to the chronically homeless. An immediate connection to permanent supportive housing can ensure that over 80 percent of homeless individuals remain housed, even among clients with severe substance abuse and mental health conditions. Since the Campaign launch, Sacramento has placed 210 chronically homeless individuals and has reduced the VASH process to 9 days. From August to September alone VASH vouchers processed went from 5 to 20. Moving forward the Campaign is charged with collaborating, in meaningful ways, with local landlords to identify innovative strategies for housing the chronically homeless. The 100,000 Homes Committee will be responsible for continuing the discussion of increasing use of a Housing First approach throughout the CoC in 2014.

Over 20 agencies, private and public, in the Sacramento Region offer homeless prevention services that include employment services, mortgage assistance, rental assistance, fair housing services, and utility assistance. Other private and public agencies offer counseling and advocacy services to assist individuals and families who are homeless or are at risk of becoming homeless. For example, Legal Services of Northern California substantive priorities are: preservation of housing, enhancing economic stability,

family safety and stability, health care and civil rights. In addition to this organization, Pacific McGeorge School of Law provides law clinics for low-income residents and some members sit on non-profit boards and provide pro-bono work. Funding for these services comes from a combination of federal, state, local and private sources. Another example is SHRA's First Source Sacramento employment program launching in early 2014. This program is a one-stop clearing house that connects employers and job opportunities with qualified job seekers with a structured path toward employment for people who need help getting the skills, training or certification necessary to successfully compete in the local job market.

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

The Veterans Community Support Network (VCSN), a coalition of over 85 public and private organizations, provides a number of services to veterans and their families. Activities include the annual Homeless Veterans Stand Down and Homeless Connect events, focusing on homeless veterans and housing and services. The VCSN also works with Veteran's Administration (VA) staff to lead an outreach campaign to homeless veterans and their families, and to assist them in applying for VASH vouchers. Sacramento Veteran's Resource Center provides homeless veterans with an array of services including employment counseling and training, supportive housing and recovery services. Sacramento also has two SSVF programs. The 2013 CoC NOFA application proposes a new project with 25 beds for chronically homeless Veterans.

The County's Child Protective Services administers the Independent Living Program (ILP), a federally funded program which assists current and former foster youth between the ages of 16 and 21 achieve self sufficiency prior to, and after, exiting the foster care system. Services available to help young people prepare for adulthood include: education resources, assistance with applications for student aid, housing resources, and help in obtaining a job among other services. In addition, to ILP is the Extended Foster Care (AB12) is to assist foster youth in maintaining a safety net of support while experiencing independence in a secure and supervised living environment. The extended time as a non-minor dependent can assist the youth in becoming better prepared for successful transition into adulthood and self-sufficiency through education and employment training.

A collaborative of the hospital systems, community based organizations and the county government have come together to create the Interim Care Program (ICP) - a respite care shelter for homeless patients discharged from hospitals. Kaiser Permanente; Mercy; Sutter Medical Center, Sacramento; UC Davis Medical Center; and the County of Sacramento provide on-going funding for the program.



Sacramento's Integrated Justice Information System (IJIS) was established to improve public safety through the timely and accurate sharing of criminal justice information among various justice related agencies. IJIS projects are designed and implemented to meet the data sharing needs of 19 stakeholder organizations related to adult and juvenile criminal justice activities. Major stake holders, include Criminal Justice Cabinet, Sacramento Sheriff and police departments, Probation, District Attorney, Public Defender, County departments of Human Assistance and Health and Human Services.

In 2013, the CoC launched a Homeless Youth Task Force with the National Association for the Education of Homeless Children and Youth, meeting monthly with providers and youth. The task force includes representation from County Education Office and California Coalition for Youth. An early adopter of the federal Fostering Connections to Success Act, California implemented multiple legislative acts so youth may remain connected to the foster system to age 21. The Children's Receiving Home, Lutheran Social Services, Volunteers of America and the County worked with youth through social workers and workshops to ensure best housing placement options and provide "safety nets."

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The Housing Authority provides affordable housing for over 7,900 extremely low-, very low- and low-income people (including families, seniors and disabled individuals) through the Conventional Public Housing Program. The Public Housing Program provides 2798 apartments, duplexes, and some single family homes to qualified low-income families. This housing is owned, managed, and maintained by the Housing Authority, making it one of the largest landlords in Sacramento. The Housing Authority also owns and manages 267 affordable units comprising of tax credits, and local funds. The nonprofit arm, Sacramento Housing Authority Repositioning Program Inc. (SHARP), owns and manages two project-based voucher high-rise consisting of 153 elderly only units.

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

The Housing Authority encourages public housing residents to participate in policy, procedure and program implementation and development through its Resident Advisory Board (RAB). The RAB is an elected Board representing all of the public housing residents. The RAB serves as an organized spokesperson for the resident body to present resident concerns to the authority and to participate and provide feedback on the Public Housing Agency 5-Year and Annual Plan, policy revisions, and the development of resident programs on behalf of the residents.

Public housing residents are encouraged to participate in homeownership programs.

### **Actions taken to provide assistance to troubled PHAs**

Not a troubled-PHA.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

SHRA continued to collaboratively work with City and County staff to implement and revise as necessary existing housing ordinances and policies currently in place through the General Plan. These housing policies aim to expand affordable housing opportunities and strategies for extremely low-, very low-, low-, and moderate-income households, and provide additional supportive services and homeless assistance throughout the Sacramento Region.

The City and County Planning Departments and SHRA are coordinating on preparation of the Housing Element, with comprehensive housing policies, goals and programs. The Housing Element to include an analysis of existing and projected housing needs; an analysis of potential governmental constraints, residential land inventory, housing policies, programs and quantified objectives to address housing needs.

SHRA has been coordinating responses to the foreclosure crisis since October 2007. Initially, efforts focused on 1) compiling data and research to address the causes of foreclosure, 2) proactive measures, including workshops, to assist residents to stay in their homes, 3) tracking federal and state initiatives and responses, and 4) establishing a multi-jurisdictional taskforce to deal with nuisances and blight associated with foreclosed properties. SHRA's role was to provide leadership in partnership with both the City and County of Sacramento, nonprofits, and the Sacramento Regional Partnership in Homeownership to create a collaborative and multi-faceted effort to address the foreclosure crisis.

As a result of SHRA's involvement in responding to the foreclosure crisis, it was in position to quickly mobilize a strategy for deployment of resources when in July 2008 Congress passed the \$3.9 billion Housing and Economic Recovery Act of 2008 (HERA) establishing the Neighborhood Stabilization Program (NSP1). When HUD awarded the County additional funds of \$4.6 million of NSP3 funding in 2010 the funds were used to continue the most effective aspects of the NSP1 programs.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The 2013-17 Consolidated Plan lists the following obstacles to meeting underserved needs such as:

- Limited availability of funding from federal, state and other sources;
- Though mitigating, high cost of housing in Sacramento increases the difficulty of meeting affordable housing needs; and,
- Ordinances and regulations limiting housing for low-and moderate-income households and

special needs groups.

However, over the past several years, the economic climate changed dramatically and new obstacles emerged:

- Reduced or frozen funding from federal, state and other sources due to inadequate revenue; and the housing and credit crisis causing a negative ripple effect;
- High rate of unemployment and foreclosures continue to strain the ability to meet affordable housing needs; and,
- Credit crisis has limited the availability of capital to develop housing for low-and moderate-income households and special needs groups.

SHRA continued to address the challenges of existing and new obstacles in 2013 by focusing on three programmatic and administrative areas. First and foremost, staff concentrated on project and program delivery utilizing the remaining economic stimulus funds from the HERA and ARRA. Additionally, SHRA staff continued to research the availability of funding resources and used proactive approaches towards applications for federal and state leverage funds; this assisted SHRA to strategically place future activities in line to address obstacles. An example is the Foreclosure Access Program which provides bank-owned properties to pre-qualified builders to rehabilitate and resell to owner occupants.

Second, SHRA staff used CDBG and other funds as leverage for both City and the County administered programs and support services that serve the burgeoning needs of low- and moderate-income residents community wide.

Unfortunately, many local public service providers were caught in the compounded predicament of significant loss of local and other funding while their client numbers grew. SHRA staff continued to work diligently as funding allowed to keep services and programs intact and available.

Finally, SHRA staff responded to increased programmatic and administrative demands by creating greater internal efficiencies and realigning program and services delivery within its provider network. SHRA staff worked collaboratively with both the City and County elected officials, as well as the Planning, Parks, Transportation, Public Works, Economic Development and General Services Departments to identify projects that met federal community development program eligibility and meet timely draw down requirements. Staff continued to fine-tune this approach to help ensure projects were ready to go and project funds were spent quickly and effectively.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The Department of Health and Human Services and SHRA have taken actions to reduce lead-based paint (LBP) hazards in accordance with HUD regulations. Housing units with lead-based paint were identified and actions were taken to remove the hazard.

## **Childhood Lead Poisoning Prevention Program (CLPPP)**

Outreach and education regarding lead poisoning and prevention practices is provided by the Health Education Unit and public health nurses (PHNs) in the Public Health Nursing Field Services Unit. Health educators and public health nurses train community-based agency staff and medical providers on lead screening protocols and testing services. Additional outreach efforts include health fairs and media campaigns.

PHNs provide case management and follow-up for children with elevated blood lead levels detected by the Public Health Lab Lead Testing Program and all tests are reported to the State Childhood Lead Poisoning Prevention Branch. Children with elevated blood lead levels meeting the State Branch case definitions receive comprehensive/specific case management and follow-up by PHNs. Home visitation assessments/investigations by the PHN and a contracted Registered Environmental Health Specialist are done to determine possible causes of lead poisoning. Outreach and education is provided to children with elevated blood lead levels that do not meet case definitions.

## **Sacramento Housing and Redevelopment Agency**

### **Public Housing**

The Housing Authority has every unit slated for modernization (and built prior to 1978) tested for LBP by a licensed Environmental Consultant, unless staff already has a report on file. Construction repairs are performed following the guidelines, including HUD and OSHA guidelines, outlined in the Consultant's report. For occupied multi-family housing units not slated for modernization, visual inspections are performed annually by Housing Authority staff. Residents are also provided with information about lead-based paint hazards. If portions of a dwelling unit are showing signs of deterioration of painted surfaces suspected of containing LBP, staff immediately has the unit tested and abated as necessary. Housing Authority staff routinely attends Hazardous Materials awareness trainings and seminars to stay current with current regulations.

### **Housing Choice Voucher**

Property owners, applicants, and participants are provided general information about lead-based paint hazards and stabilization techniques using safe work practices before an inspection is conducted. Housing Choice Voucher staff performs a Housing Quality Standard (HQS) inspection of each pre-1978 unit where a child under the age of 6 is expected to reside. If any defective paint surface is observed, the unit is failed and the owner and tenant are provided with detailed information about stabilizing defective paint surfaces using safe work practices. Information is also provided about required clearances and record keeping. Once the appropriate lead-based paint abatement has taken place the unit is cleared by the HQS inspector.

## **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

SHRA collaborated with the City and County to continue efforts to reduce the number of families and individuals living in poverty. Staff focused primarily on supporting programs that raise household incomes and stabilize housing situations. It also supports the HUD McKinney Vento Grant for which Sacramento Steps Forward, as the Lead Agency of the Continuum of Care, will apply, in hopes of receiving the maximum amount available to support the development of affordable housing for homeless persons to make the transition to permanent housing and independent living.

Eliminating poverty is a clear concern of the City and County. Efforts are constantly underway to improve the quality of life and economic, for example:

- Sacramento Employment & Training Agency (SETA), a joint powers agency of the City and County, has been an effective force in connecting people to jobs, business owners to quality employees, education and nutrition to children, assistance to refugees, and hope to many Sacramento area residents. Annually, SETA serves over 45,000 customers.
- SHRA will launch its First Source Sacramento employment program in early 2014. This program is targeted towards Public Housing residents, Housing Choice Voucher participants and other low-income residents of Sacramento.

The following programs provide needed skills for individuals seeking jobs:

- One-Stop Career Center System is designed to offer universal access to customers through a system of Sacramento Works One-Stop Career Centers. The Centers integrate employment, education, and training resources from over 17 federally funded, employment and training-related programs, and offer an array of services designed to enhance the effectiveness and coordination of employers and job seekers.
- Regional Occupational Program (ROP) offers free job training through the Sacramento County Office of Education (SCOE). ROP classes are open to anyone 16 years of age or older. In fact, only 35 percent of their students are adults. (While high school students are given enrollment priority before adult students, adult enrollment is allowed on a continuous basis for all sessions until filled.)
- SCOE plays a leadership role in the delivery of quality education to the students in Sacramento County. SCOE directly educates more than 30,000 children and adults, and provides support services to over 230,000 students in 16 school districts.
- 2-1-1 Sacramento is free, 24-hour information on community, health and social services. Sacramento 2-1-1 is a one-stop source of information for people looking for community services and resources, especially for those who need essential services, such as food, shelter, counseling, employment assistance, and more. Callers receive personalized information from a

live resource specialist. Sacramento 2-1-1 is confidential and available in more than 150 languages.

Like 9-1-1 for emergency services, 2-1-1 has been set aside nationally by the Federal Communications Commission for the public to more easily access community information. 2-1-1 is also a central resource for community information during and in recovery from disasters.

Other organizations working to assist families and individuals living in poverty include, but not limited to: Volunteers of America, AmeriCorps Vista, the Salvation Army, Sacramento Valley Organizing Committee, Sacramento Housing Alliance, Legal Services of Northern California, McGeorge School of Law, Transitional Housing and Community Support, and Sacramento Mutual Housing Association.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

#### **The Executive Director and Administration Department**

SHRA's Executive Director provides supportive direction and guidance to the organization in effectively implementing SHRA's mission and core goals. The Executive Director is responsible for developing and maintaining strong supportive relationships with elected officials at all levels of government. It is the Executive Director's responsibility to maintain fiscal integrity, to develop strategic partnerships with housing advocates, private and nonprofit organizations, business and community groups and residents, and to exercise visionary and innovative leadership to ensure that SHRA maintains a leading and proactive position in responding to external environmental factors that impact the future of the organization and its ability to successfully address Sacramento's housing and community development needs.

SHRA's Executive Cabinet is comprised of the Executive Director, Deputy Executive Director, General Counsel, Director of Administration, Director of Finance, and Public Information Officer for Communications. The Directors are responsible for all SHRA operations, as well as legal, fiscal and personnel management.

The four Administrative Support Departments include: Agency Clerk, Information Management Technology Services, Public and Internal Communications and Risk Management.

**The Housing Authority** provides affordable housing in the City and County of Sacramento through the Conventional Public Housing Program, Housing Choice Voucher (HCV) programs, and through the selective use of tax credits and long term bond financed developments for extremely low-, very low-, and low-income families, seniors, and disabled individuals. Through the Conventional Public Housing Program, the Housing Authority provides apartments, duplexes, and some single-family homes to qualified low-income families. This housing is owned, managed and maintained by the Housing Authority, making it one of the largest landlords in Sacramento.

## **The Housing and Community Development Department (HCD)**

The Department works with various stakeholders to bring about positive change through investments in targeted neighborhoods. The primary responsibilities of the department include redevelopment successor agency assistance to the City and County of Sacramento, federally-funded programs including CDBG, HOME, ESG, HOPWA and Neighborhood Stabilization Program (NSP), community outreach, various local, state and federal grants, and environmental clearance. The Department also monitors and regulates affordable rents, and implements city and county housing policies and programs.

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

Annually, SHRA prepares the One-Year Action Plan (Action Plan) on behalf of the City and County of Sacramento. The Action Plan serves as an update to the 2013-17 Consolidated Plan.

To enhance coordination between the public, private housing, health, and social service agencies during the Action Plan development process, SHRA coordinated with a variety of nonprofit organizations, including Sacramento Steps Forward, the Salvation Army, Volunteers of America and partnered with the County to revitalize low-income communities utilizing NSP, CDBG, HOME, ESG, housing trust funds, mortgage revenue bonds, CalHome, and Mortgage Credit Certificates.

In addition, SHRA staff maintains working partnerships with the Sacramento Employment and Training Agency (SETA), the Sacramento Regional Transit District, financial institutions, school districts, community businesses, and public agencies and nonprofits. Other specific private and nonprofit housing development partners include (but are not limited to): LINC Housing Corporation, Urban Core, USA Properties, and Domus Development, LLC.

To better link services to the targeted population, SHRA staff also maintains relationships with various organizations, and local, state and federal agencies including but not limited to, the County Department of Health and Human Services, the County Department of Human Assistance (DHA), California's State Department of Housing and Community Development and HUD.

### **Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

As part of the 2012 One-Year Action Plan, the AI was adopted by the City Council in November 2011. The AI will be updated as part of the next Consolidated Plan process which is scheduled to begin in 2016.

The AI consultant concluded, ..."SHRA is, unquestionably, a progressive and forward looking agency, capable of designing and implementing a wide variety of programs which, collectively, meet both the fundamental objectives of the [federal entitlement] programs, and the affirmatively furthering fair



housing requirements which [those] programs contain... [the] AI concluded that two major Impediments to Fair Housing Choice exist within the jurisdiction of the SHRA. Both of these impediments are, in essence, continuing in nature, having been first identified in the 2004 AI, although the specific details attendant to each finding has changed in the intervening years”.

*Impediments:* The region’s ongoing foreclosure crisis and the discriminatory subprime lending practices which precipitated it are considered to be a major fair housing impediment.

*AI Consultant Recommendation:* SHRA should routinely evaluate the racial/ethnic impact of the programs it designs and implements to address the crisis, and should, to the maximum extent permitted by law, seek to ensure that minorities receive the benefit of these initiatives to an extent commensurate with the impact the [foreclosure] crisis has had on their communities.

## **CR-40 - Monitoring 91.220 and 91.230**

### **Description of the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

To implement effective federal entitlement funded activities they are monitored, or technical assistance is provided, on a consistent basis. Monitoring visits assist in determining if the subrecipient is carrying out its program and activities within the timeline denoted in the subrecipient agreement. It also ensures that the required records are maintained to demonstrate compliance with applicable regulations.

SHRA's Portfolio Management Division regularly monitors **HOME**-assisted properties to confirm that residents qualify for HOME designated units and borrowers comply with regulatory requirements as outlined in property agreements. Please refer to the HOME section of this report for further detailed information regarding HOME monitoring.

SHRA's **CDBG** administrative staff conduct monitoring reviews of each subrecipient every one to two years to ensure program compliance with HUD regulations. In 2013, Sacramento Steps Forward, Rebuilding Together and Meals on Wheels were monitored. Technical assistance was conducted throughout the 2013 year to the cities of Folsom, Isleton and Galt.

#### CDBG 1.5 Requirement

On October 31st of each year, HUD requires that the County have no more than 1.5 times the entitlement in its account. SHRA met this requirement by October 2013 and was at 1.39 including program income and 1.58 without. To accomplish this requirement, CDBG administrative staff performed weekly reviews of expenditures beginning in March and recommended Action Plan amendments to facilitate timely expenditures. In Action Plan amendments, the Board of Supervisors defunded slow-moving activities and reallocated funds to other priority activities that could utilize the funds expeditiously.

SHRA's **ESG** administrative staff monitors monthly for contract compliance, financial management systems and programmatic activity. DHA, administered ESG funds through 2012, and during 2013 reconciled previous ESG expenditures. SHRA staff reviewed the reconciliation outcomes, and made the determination not to draw funds until early 2014. Additionally staff is committed to providing accurate non-duplicative demographic information in IDIS to comply with HUD's reporting requirements. Client demographics are entered in HMIS from which the ESG CAPER is derived. Please review to the ESG section for detailed information. Technical assistance was given to the programs via a dedicated staff person who is available as needs arise.

SHRA's **HOPWA** administrative staff monitors monthly for contract compliance, financial management systems and programmatic activity. In 2013, staff conducted site visits and monitored all of the

providers. Staff was also available throughout the program year to provide technical assistance.

**Citizen Participation Plan 91.105(d); 91.115(d)**

**Description of the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

Following the approved Citizen Participation Plan, the 2013 CAPER was made available to the public on February 28, 2014. A public notice was published in the *Daily Recorder* and posted on SHRA's website.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City and County has not changed the objectives of its CDBG program and continues to strategically use CDBG funds to maximize leverage for infrastructure and public facility improvements, housing development and homeownership, public services, commercial revitalization, and planning and administration activities. There is a continuous need for CDBG funds to fulfill objectives in all the above categories hence no changes are recommended based on Sacramento’s experiences.

The City and County pursued all potential resources as indicated in the Consolidated Plan by working with developers, non-profits and other governmental agencies to leverage a variety of funds for the construction and rehabilitation of affordable housing projects and programs, opportunities for low- and moderate-income people to become homeowners, assistance to homeless persons, public service programs, job training and education, community development activities directed toward revitalizing neighborhoods and economic development.

In 2013 SHRA staff continued to revise and improve standard practices. Paper and digital filing systems were improved for consistency and accuracy, and standard loan documents now include a comprehensive exhibit package for all projects with HOME funding. Future potential improvements to SHRA’s activities may include program administration and record keeping. SHRA has a very strong knowledge of project implementation from a policy standpoint, and has excellent resources for navigating tax credit markets and financially structuring large multifamily projects.

<b>Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?</b>	No
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**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-50 - HOME 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

SHRA's Portfolio Management Unit regularly monitors HOME-assisted properties to confirm that residents qualify for HOME designated units and borrowers comply with regulatory requirements as outlined in property agreements. Inspected properties have been entered into IDIS, and are on file with SHRA.

In 2013, 48 onsite compliance monitoring reviews were conducted for HOME-assisted rental housing properties. Compliance monitoring included a sample audit of tenant eligibility documentation, a physical inspection of a sample of HOME-assisted units, a physical inspection of the exterior of the properties, and an assessment of property management performance. In addition, property managers submitted the annual Unit Status Report, Affirmative Marketing Questionnaire, updated Tenant Wait List and Security Questionnaire Report for each property. The Unit Status Report includes a listing of current tenants occupying HOME-assisted units, household annual income, source of income, household size, ethnicity, household type, number of bedrooms, current rent amount, and affordable income designation.

As a result of these onsite compliance monitoring reviews, 27 properties were identified as having exceptions in regards to the tenant eligibility documentation required by the HOME program. Of these, 0 properties had file management exceptions, 25 properties (92.5%) had eligibility documentation errors (primarily incorrect income calculations and insufficient verification documentation), and 6 properties (22%) had property management concerns. Several properties had file errors to the extent that management was required to submit eligibility documentation to compliance staff for approval prior to move-ins or approved annual recertifications.

For corrective actions, Borrowers received written notifications of file exceptions within seven days of the review and were required to submit corrections and/or Action Plans in a timely manner, thus avoiding non-compliance penalties. As with previous years, although there were errors found during the compliance monitoring reviews, all of the properties were in compliance with the rent and income requirements of the HOME Program.

To determine if the properties were in compliance with all applicable Housing Quality Standards (HQS), onsite physical inspections were conducted on 44 properties by compliance monitoring staff during the period. Of these, 8 properties (18%) were found to have one or more failed units, as compared to 16%

found in 2012. The low number of properties with failed items is the result of consistent inspections and staff follow-up to ensure failed items are corrected and will not reoccur. For the most part, the failed items consisted of limited emergency exits in the units due to windows being blocked for egress. One property was noted for a non-life threatening failed exterior item (dry rot) which is expected to be corrected in early 2014. All failed items of the interiors were completed in a timely manner, resulting in the projects maintaining compliance with HQS guidelines.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.**

**92.351(b)**

SHRA makes housing options available to all qualified individuals regardless of race, color, religion, sex, familial status, disability, national origin, sexual orientation or gender identity. SHRA markets its single-family home loan programs to area lenders, who are trained to offer the program to all income-eligible buyers. SHRA also works with professional housing counseling agencies to offer homebuyer education and counseling to prospective homebuyers. Counseling services include outreach in different languages, and education on fair housing law.

For all multi-family rental projects, SHRA strictly enforces affirmative marketing and Equal Housing Opportunity practices. Each Agency-funded project is required to report the status of their affirmative marketing practices annually using SHRA's Affirmative Marketing Compliance Questionnaire. Compliance measures include but are not limited to advertising in both general circulation and minority newspapers, and displaying the Equal Housing Opportunity logo in a prominent location that is visible to both ingress and egress to the property. Finally, annual audits are performed for HOME-funded rental housing projects, and include checking records of advertising and special outreach activities. If a property is found to have a disproportionate make-up of one group, SHRA employs corrective steps including reestablishing a wait list based on remarketing of the units. This procedure insures the property represents the community at large.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

Refer to IDIS reports PR09 – Program Income Summary and PR 23- Summary of Accomplishments to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing).**

**91.320(j)**

SHRA offers the programs listed below in response to the needs identified above.

SHRA offers the Mortgage Credit Certificate (MCC) Program which provides a 20 percent Federal income tax credit based on the mortgage interest paid thus providing the homebuyer with more disposable income. Lenders are able to use the anticipated tax savings when they calculate the monthly payment a buyer can afford. The Program Layering Policy allows low-income buyers to combine SHRA assistance programs such as, CalHome First-Time Homebuyer Mortgage Assistance Program and the Mortgage Credit Certificate Program to increase their buying power.

Through Rebuilding Together, the Emergency Repair Program/Accessibility Program (ERP-A) offers grants up to \$5,000 (to very-low income homeowners) to pay for emergency or urgent repairs and grants of up to \$5,000 to low-income disabled residents (owners and renters) to make accessibility modifications to their residence.

The Multi-Family Housing Loan Program requires a set aside of units affordable to targeted income level households in order to provide affordable housing throughout the area.

SHRA also assists with administration and implementation of the City's Affordable Housing Ordinance, which requires 15 percent of all new units constructed to be affordable to low-, and very low-income buyers or renters. SHRA reviews and approves Affordable Housing Plans and Agreements required under the ordinance.

## CR-55 - HOPWA 91.520(e)

### Identify the number of individuals assisted and the types of assistance provided

*Table for report on the one-year goals for the number of households provided housing through the use of HOPWA activities for: short-term rent, mortgage, and utility assistance payments to prevent homelessness of the individual or family; tenant-based rental assistance; and units provided in housing facilities developed, leased, or operated with HOPWA funds.*

<b>Number of Households Served Through:</b>	<b>One-year Goal</b>	<b>Actual</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	519	1,388
Tenant-based rental assistance	519	0
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	519	184
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	519	360

**Table 13 – HOPWA Number of Households Served**

### Narrative

The HOPWA Program provides grant funds to design long-term, comprehensive strategies for meeting the decent and affordable housing and sustainable living environment needs for low- and moderate-income people living with HIV/AIDS. HOPWA funds can be used for acquisition, rehabilitation, or new construction of housing, rental assistance, and related supportive services. The City of Sacramento administers this program on behalf of the City of Sacramento and the counties of Sacramento, El Dorado, Yolo and Placer. Please refer to the HOPWA CAPER for detailed accomplishments.



## CR-60 - ESG 91.520(g) (ESG Recipients only)

### ESG Supplement to the CAPER in *e-snaps*

#### For Paperwork Reduction Act

#### 1. Recipient Information—All Recipients Complete

##### Basic Grant Information

Recipient Name	SACRAMENTO
Organizational DUNS Number	139400514
EIN/TIN Number	946000759
Identify the Field Office	SAN FRANCISCO
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Sacramento City & County CoC

#### 2. Reporting Period—All Recipients Complete

Program Year Start Date	01/01/2013
Program Year End Date	12/31/2013

#### 3a. Subrecipient Form – Complete one form for each subrecipient

**Subrecipient or Contractor Name:** 2013 City ESG Shelter Salvation Army

**City:** Sacramento

**State:** CA

**Zip Code:** 95834,

**DUNS Number:**

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Faith-Based Organization

**ESG Subgrant or Contract Award Amount:** \$36,000

**Subrecipient or Contractor Name:** 2013 City ESG Shelter Volunteers of America

**City:** Sacramento

**State:** CA

**Zip Code:** 95815,

**DUNS Number:**

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** \$175,001

## CR-65 - ESG Persons Assisted

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 14 – Household Information for Homeless Prevention Activities

#### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 15 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	226
Children	1
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>227</b>

Table 16 – Shelter Information

#### 4d. Street Outreach

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 17 – Household Information for Street Outreach

#### 4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	226
Children	1
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>227</b>

Table 18 – Household Information for Persons Served with ESG

#### 5. Gender—Complete for All Activities

	Total
Male	209
Female	18
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>227</b>

Table 19 - Gender Information

## 6. Age—Complete for All Activities

	<b>Total</b>
Under 18	1
18-24	19
25 and over	207
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>227</b>

Table 20 – Age Information

## 7. Special Populations Served—Complete for All Activities

### Number of Persons in Households

Subpopulation	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters	Total
Veterans	0	0	25	25
Victims of Domestic Violence	0	0	11	11
Elderly	0	0	13	13
HIV/AIDS	0	0	3	3
Chronically Homeless	0	0	50	50
<b>Persons with Disabilities:</b>				
Severely Mentally Ill	0	0	60	60
Chronic Substance Abuse	0	0	38	38
Other Disability	0	0	87	87
Total (Unduplicated if possible)	0	0	287	287

Table 21 – Special Population Served

## CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

### 10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	283,240
Total Number of bed-nights provided	283,240
Capacity Utilization	100.00%

Table 22 – Shelter Capacity

### 11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

SHRA assumed responsibility for administration of ESG in 2013. The Sacramento County Department of Human Assistance (DHA) was the previous administrator. In 2013, DHA began to reconcile its ESG accounts and upon its completion in early 2014, SHRA will draw funds from IDIS. SHRA determined that IDIS draws should be postponed until DHA management staff was satisfied with the reconciliation.

Also during 2013, SHRA entered into contracts with two ESG subrecipients: Volunteers of America and The Salvation Army. As part of the contracts, both are required to enter data into HMIS and comply with all ESG requirements. HMIS data was utilized in reporting client demographics in this report, and financial information is from SHRA's financial accounting system. In 2014, SHRA, as part of its internal accounting requirements, will reconcile IDIS draws with its financial accounting system.

In 2013 SHRA consulted with the CoC Advisory Board on funding emergency shelters with CDBG and ESG funds with SHRA staff attending numerous meetings regarding shelters, development of coordinated entry and rapid re-housing. For 2014, the CoC Governance Charter, approved on January 17, 2014, that the CoC to continue to develop plans to coordinate with SHRA on how to evaluate outcomes of ESG and CoC Program Projects and consult with SHRA on allocation of ESG funds and performance evaluation and reporting.

## CR-75 – ESG Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>0</b>	<b>0</b>	<b>0</b>

Table 23 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>0</b>	<b>0</b>	<b>0</b>

Table 24 – ESG Expenditures for Rapid Re-Housing

### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
Essential Services	396,000	0	75,834
Operations	0	0	99,504
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>396,000</b>	<b>0</b>	<b>175,338</b>

Table 25 – ESG Expenditures for Emergency Shelter

### 11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
HMIS	0	0	0
Administration	0	0	22,660
Street Outreach	0	0	0

Table 26 - Other Grant Expenditures

### 11e. Total ESG Grant Funds

Total ESG Funds Expended	FY 2009	FY 2010	FY 2011
593,998	396,000	0	197,998

Table 27 - Total ESG Funds Expended

### 11f. Match Source

	FY 2009	FY 2010	FY 2011
Other Non-ESG HUD Funds	187,060	78,106	113,768
Other Federal Funds	90,935	72,854	26,750
State Government	68,375	252,125	20,000
Local Government	301,869	306,929	311,338
Private Funds	445,169	347,896	466,685
Other	504,500	1,102,076	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>1,597,906</b>	<b>2,159,986</b>	<b>938,540</b>

Table 28 - Other Funds Expended on Eligible ESG Activities

**11g. Total**

<b>Total Amount of Funds Expended on ESG Activities</b>	<b>FY 2009</b>	<b>FY 2010</b>	<b>FY 2011</b>
5,290,430	1,993,906	2,159,986	1,136,538

**Table 29 - Total Amount of Funds Expended on ESG Activities**