

**Attachment A – FY 2023-24 CDBG Annual Action Plan**

**City of Cupertino**

**Fiscal Year 2023-24  
Annual Action Plan**



**CUPERTINO**

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Annual Update of the City's Consolidated Plan for Period  
July 1, 2023 to June 30, 2024

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**Public Comment Period**

April 11, 2023 through May 11, 2024

**Housing Commission Public Hearing Date:** May 11, 2023

*Prepared by the Department of Community Development  
Housing Division  
10300 Torre Avenue  
Cupertino, CA 95014*

To be Approved by Housing Commission  
May 11, 2023

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

### Introduction

The City of Cupertino (City) receives funding from the U.S. Department of Housing and Urban Development (HUD) for housing and community development programs each year. In order to utilize these Federal funds, the City must prepare and submit a five-year report, the Consolidated Plan (Con Plan). The Consolidated Plan identifies Cupertino's needs, priorities, goals, and strategies in how Federal funds will be allocated and used for housing and community development activities over a five-year period. The Annual Action Plan (AAP) is included and submitted with the Consolidated Plan.

The Fiscal Year (FY) 2023-2024 Annual Action Plan contains the City's one-year plan to carry out housing and community development activities using Federal funds. The 2023-2024 Annual Action Plan covers the fourth year included in the City's 2020-2025 Consolidated Plan. All activities in the FY 23-24 AAP are based on current identified priorities and are intended to benefit extremely low-, low-, and moderate-income households. This Annual Action Plan will cover the timeframe of July 1, 2023 through June 30, 2024.

The City of Cupertino estimates receiving \$358,910 in Community Development Block Grant (CDBG) funds and \$7,944 in Program Income (PI) for this specific year. The City is also a participant in the County of Santa Clara's HOME Investment Partnerships Program (HOME) Consortium. These HOME funds are administered by the County of Santa Clara; thus, the City will not report on HOME fund activities. The Housing Division of the Community Development Department is the lead agency and submits all HUD-required reports for CDBG funds.

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

Per 24 Code of Federal Regulations (CFR) 91.215 of HUD regulations, the City of Cupertino has organized its priority needs through housing and market analysis, citizen participation, and availability of resources to address community needs. Through these elements, providing affordable housing is considered a high priority. Preventing and assisting individuals experiencing homelessness is also considered a high priority. The top non-housing priorities identified include senior services, self-sufficiency services, fair housing services, and economic development services. The Annual Action Plan reflects three overall goals, which were identified through the Consolidated Plan:

1. To provide decent housing by preserving the affordable housing stock, increasing the availability of affordable housing, reducing discriminatory barriers, increasing the supply of supportive housing for those with special needs, and transitioning homeless persons and families into housing;

2. To provide a suitable living environment through safer, more livable neighborhoods, greater integration of lower-income residents, increased housing opportunities, and reinvestment in deteriorating neighborhoods; and
3. To expand economic opportunities through more jobs paying self-sufficiency wages, homeownership opportunities, development activities that promote long-term community viability, and the empowerment of lower-income persons to achieve self-sufficiency.

In addition to CDBG funds, the City has access to a variety of Federal, state, and local resources to leverage in order to achieve its housing and community development priorities. During the five-year period, the City expects to receive or have available approximately \$1,954,484 in CDBG funds, \$250,000 in Below Market Rate (BMR) Affordable Housing Funds (AHF), and \$625,000 in General Fund Human Services Grant (HSG). These funds will be used for planned activities that align with the goals and priorities set forth in the Consolidated Plan and Annual Action Plan.

### **Evaluation of past performance**

As the lead agency, the City of Cupertino is responsible for ensuring compliance and prepares the Consolidated Annual Performance and Evaluation Report (CAPER) which outlines how the City funded activities and met goals identified in the respective Annual Action Plan. The City has made great strides in achieving its goals to serve the community. In PY 2022-23, the City achieved the following accomplishments:

- Assisted 442 CA individuals through the West Valley Community Services (WVCS) Haven to Home Program, Senior Adults Legal Assistance (SALA) Legal Assistance to Elders program, Catholic Charities Long Term Care Ombudsman Program, and Maitri MTH-Direct Client Services to provide services to low- to moderate-income families, seniors, victims of domestic violence, and individuals with disabilities.
- Assisted 92 beneficiaries through the WVCS Community Access to Resources and Education (CARE) Program to prevent homelessness.
- Provided fair housing assistance, tenant-landlord counseling, and dispute resolution services to 105 individuals through Project Sentinel.
- Assisted 20 elderly and disabled seniors through the Live Oak Adult Day Care Program.
- Assisted 6 qualified homeowners by making health and safety repairs to their homes through Rebuilding Together Silicon Valley's (RTSV) Homeowner Rehabilitation Program.

The City recognizes that the evaluation of past performance is critical to ensuring that the City and its subrecipients are implementing activities effectively, and that those activities align with the City's overall strategies and goals as outlined in the 2020-2025 Consolidated Plan. The City evaluates subrecipients on a quarterly basis to ensure outcomes are aligned with the City's goals and priorities.

**Summary of Citizen Participation Process and consultation process.** *Summary from citizen participation section of plan.*

Residents, local agencies, and regional organizations were encouraged to provide input and participate in the development of the FY 23-24 Annual Action Plan. Interested parties had opportunities to comment by May 11, 2023.

Per the City's Citizen Participation Plan, the City provided a 30-day public commenting period which began on April 11, 2023 and ended on May 11, 2023. A public hearing was held on March 09, 2023 when the Housing Commission met to make their funding allocation recommendations, and again on May 11, 2023 when the Housing Commission met to approve the FY 23-24 AAP. The City published public notices in the local newspaper, the Cupertino Courier, to notify the public of these commenting opportunities. The draft AAP was available on the City's Housing webpage for review.

### **Summary of public comments**

No comments have been received during the public review period.

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

No comments were received.

### **Summary**

The City of Cupertino aims to support Cupertino residents by providing fair and decent housing, livable environment, and expand economic development opportunities for individuals of low- and moderate-income through local, regional, and federal funds. The City ensures all activities to achieve the listed goals are consistent with the Consolidated Plan and are in compliance with federal regulations.

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

### Agency/entity responsible for preparing/administering the Consolidated Plan

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

**Table 1. Responsible Agency**

Agency Role	Name	Department/Agency
CDBG Administrator	Cupertino	City of Cupertino, Community Development Department

### Narrative

The Housing Division of the Community Development Department is the lead agency and is responsible for the City of Cupertino's CDBG entitlement program. Duties include implementation of grants, administration of funded activities, and preparation of required reports. The City joined the County of Santa Clara HOME Consortium in 2015 and the County is the lead agency for the HOME funds.

As a part of the Consolidated Plan process for 2020-2025, the City collaborated with the County of Santa Clara (County) as the Urban County representing the Cities of Campbell, Los Altos, Los Altos Hills, Los Gatos, Monte Sereno, Morgan Hill, and Saratoga; the Cities of Gilroy, Mountain View, Palo Alto, Sunnyvale, San José, and Santa Clara; and the Santa Clara County Housing Authority (SCCHA) to identify and prioritize housing and community development needs across the region, and to develop strategies to meet those needs. The FY 23-24 Annual Action Plan represents the fourth year of CDBG funding of the 2020-2025 Consolidated Plan.

### Consolidated Plan Public Contact Information

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

### Introduction

The Action Plan is a one-year plan which describes the eligible programs, projects, and activities to be undertaken with funds expected during FY 23-24 and their relationship to the priority housing, homeless and community development needs outlined in the 2020-2025 Consolidated Plan. The City of Cupertino consulted with a variety of organizations and agencies on a local and regional level to prepare the Annual Action Plan.

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

During FY 2023-2024, the City will continue to work with non-profit organizations to provide programs and services for low-income households; private industry, including financial and housing development groups, to encourage the development of affordable housing opportunities regionally and within the City; and other local jurisdictions, including the County of Santa Clara, in carrying out and monitoring regional projects in a coordinated and cost-effective manner.

In addition, the City will continue to participate in the County's monthly CDBG Coordinator's Group meetings, in which entitlement jurisdictions throughout the region gather to discuss existing CDBG needs and proposed use of federal funds for the upcoming year.

The City will also participate in the County's Regional Housing Working Group, which is a forum for entitlement and non-entitlement jurisdictions to develop coordinated responses to regional housing challenges. The City's Housing Manager regularly monitors monthly Continuum of Care (CoC) meetings. The CoC is a broad group of stakeholders dedicated to ending and preventing homelessness in Santa Clara County. The key CoC responsibilities are ensuring community-wide implementation of efforts to end homelessness and ensuring programmatic and systemic effectiveness.

The City will attend HOME Consortium meetings between member jurisdictions for affordable housing proposals and projects.

The City will also continue to leverage its BMR AHF and General Fund HSG to assist nonprofit affordable housing developers and organizations to provide needed housing services to the residents of Cupertino.

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

The Santa Clara County Office of Supportive Housing is the administrator of the regional Continuum of Care (CoC). The City continuously coordinates with the Santa Clara County CoC to end and prevent homelessness in the County. City staff attends monthly meetings. The Santa

Clara County CoC is a group comprising stakeholders throughout the County, including governmental agencies, homeless service and shelter providers, homeless population, housing advocates, affordable housing developers, and various private parties, including businesses and foundations.

The City's representation on the CoC Board is its Housing Manager. Members of the CoC meet monthly to plan CoC programs, identify gaps in homeless services, establish funding priorities, and pursue a systematic approach to addressing homelessness. City staff, as well as staff of other cities, meet and consult with the County's CoC staff during the monthly countywide CDBG Coordinators Group meetings, and communicate more frequently via email and/or phone on joint efforts.

The CoC is governed by the CoC Board, which takes a systems-change approach to preventing and ending homelessness. This same CoC Board is comprised of the same individuals who serve on the Destination: Home (Destination Home) Leadership Board. Destination Home is a public private partnership that is committed to collective impact strategies to end chronic homelessness. Destination Home is the governing body for the CoC and is responsible for implementing by-laws and operational protocols of the CoC.

Also, during the development of the 2020-25 ConPlan, the City consulted both the CoC and County Office of Supportive Housing for their expertise and experience for identifying community needs.

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

The City of Cupertino does not receive ESG funds and does not submit any ESG reports to HUD.

However, the County of Santa Clara receives ESG funds through the State of California. The County provides a funding reference sheet that compares the differences between ESG and CoC with regards to homeless eligibility, income restrictions, assessment, rental assistance, housing standards, lease terms, eligible costs, eligible service costs, case management, service limitations and standards, policies, and procedures.



**Agencies, groups, organizations and others who participated in the process and consultations**

**Table 2. Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Boys and Girls Club of Silicon Valley
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended Santa Clara focus group meeting on 11/17/19 as part of the 2020-25 Consolidated Plan process.
2	<b>Agency/Group/Organization</b>	Healthier Kids Foundation Santa Clara County
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency attended stakeholder consultation conference call on 11/16/19 as part of the 2020-25 Consolidated Plan.
3	<b>Agency/Group/Organization</b>	COMMUNITY SERVICES AGENCY OF MOUNTAIN VIEW AND LOS ALTOS
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Elderly Persons Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended stakeholder consultation conference call on 11/16/19 as part of the 2020-2025 Consolidated Plan.
4	<b>Agency/Group/Organization</b>	San Jose Conservation Corps
	<b>Agency/Group/Organization Type</b>	Services-Education

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended Gilroy focus group meeting on 11/18/19 as part of the 2020-25 Consolidated Plan process.
5	<b>Agency/Group/Organization</b>	CommUniverCity San Jose
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended stakeholder consultation conference call on 11/25/19 and regional forum meeting in San Jose on 11/20/19 as part of the 2020-25 Consolidated Plan process.
6	<b>Agency/Group/Organization</b>	The Health Trust
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended stakeholder consultation on 11/21/19 as part of the 2020-25 Consolidated Plan process.
7	<b>Agency/Group/Organization</b>	Rebuilding Together Silicon Valley
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended stakeholder consultation conference call on 11/20/19 and San Jose regional forum on 11/20/19 as part of the 2020-25 Consolidated Plan process.
8	<b>Agency/Group/Organization</b>	City of Gilroy
	<b>Agency/Group/Organization Type</b>	Other government - Local

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City was consulted and provided emailed feedback as part of the 2020-25 Consolidated Plan process.
9	<b>Agency/Group/Organization</b>	City of Mountain View
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City attended regional forum meeting at Palo Alto on 11/7/19 as part of the 2020-25 Consolidated Plan process.
10	<b>Agency/Group/Organization</b>	City of Palo Alto
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City attended the regional forum meeting at Palo Alto on 11/7/19 as part of the 2020-25 Consolidated Plan process.
11	<b>Agency/Group/Organization</b>	Bill Wilson Center
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended Santa Clara focus group meeting on 11/7/2019, community meetings on 11/5/2019 at Roosevelt as part of the 2020-25 Consolidated Plan process.
12	<b>Agency/Group/Organization</b>	HEART OF THE VALLEY
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was consulted through interview questions. Agency provided emailed feedback as part of the 2020-25 Consolidated Plan process.
13	<b>Agency/Group/Organization</b>	City of San Jose
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City was contacted for consultation as a partner in addressing the needs of the County as part of the 2020-25 Consolidated Plan.
14	<b>Agency/Group/Organization</b>	City of Morgan Hill
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended regional forum meeting at Morgan Hill on 11/4/19 as part of the 2020-25 Consolidated Plan process.
15	<b>Agency/Group/Organization</b>	City of Sunnyvale
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City attended regional forum meeting at Palo Alto on 11/7/19 and provided emailed feedback as part of the 2020-25 Consolidated Plan process.
16	<b>Agency/Group/Organization</b>	Servant Partners
	<b>Agency/Group/Organization Type</b>	Neighborhood Organization Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended community meeting on 11/13/19 at Hillview Library as part of the 2020-25 Consolidated Plan process.
17	<b>Agency/Group/Organization</b>	SENIOR ADULTS LEGAL ASSISTANCE (SALA)
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended Palo Alto and San Jose public engagement meeting on 11/17/19 and 11/19/19, regional forum meeting on 11/4/19 at Morgan Hill and 11/7/19 at Palo Alto as part of the 2020-25 Consolidated Plan process.
18	<b>Agency/Group/Organization</b>	HomeFirst (formerly EHC)
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended regional forum meeting at Morgan Hill on 11/4/19 as part of the 2020-25 Consolidated Plan process.
19	<b>Agency/Group/Organization</b>	Santa Clara County Office of Supportive Housing
	<b>Agency/Group/Organization Type</b>	Other government - Local County CoC
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended regional forum meeting at Morgan Hill on 11/4/19 and at Palo Alto on 11/7/19 as part of the 2020-25 Consolidated Plan process.
20	<b>Agency/Group/Organization</b>	City of Santa Clara
	<b>Agency/Group/Organization Type</b>	Other government - Local

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended regional forum meeting at Morgan Hill on 11/4/19 and provided emailed feedback as part of the 2020-25 Consolidated Plan process.
21	<b>Agency/Group/Organization</b>	Vista Center for the Blind
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended stakeholder consultation on 12/9/19 as part of the 2020-25 Consolidated Plan process.
22	<b>Agency/Group/Organization</b>	Destination Home
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended stakeholder consultation on 11/11/19 as part of the 2020-25 Consolidated Plan process.
23	<b>Agency/Group/Organization</b>	COMMUNITY SOLUTIONS
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended the AFH and ConPlan joint meeting on 12/11/19 at Gilroy Council Chambers as part of the 2020-25 Consolidated Plan process.
24	<b>Agency/Group/Organization</b>	Community and Neighborhood Revitalization Committee - Gilroy
	<b>Agency/Group/Organization Type</b>	Community Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency co-hosted the AFH and ConPlan joint meeting on 12/11/18 at the Gilroy Council Chambers as part of the 2020-25 Consolidated Plan process.
25	<b>Agency/Group/Organization</b>	AT&T
	<b>Agency/Group/Organization Type</b>	Broadband
	<b>What section of the Plan was addressed by Consultation?</b>	Annual Action Plan
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was given notice that the FY 23-24 Annual Action Plan was available for public comment. No comments were provided.
26	<b>Agency/Group/Organization</b>	Comcast
	<b>Agency/Group/Organization Type</b>	Broadband
	<b>What section of the Plan was addressed by Consultation?</b>	Annual Action Plan
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was given notice that the FY 23-24 Annual Action Plan was available for public comment. No comments were provided.
27	<b>Agency/Group/Organization</b>	Verizon
	<b>Agency/Group/Organization Type</b>	Broadband
	<b>What section of the Plan was addressed by Consultation?</b>	Annual Action Plan
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was given notice that the FY 23-24 Annual Action Plan was available for public comment. No comments were provided.
28	<b>Agency/Group/Organization</b>	Santa Clara Valley Water District
	<b>Agency/Group/Organization Type</b>	Resilience-specific Organizations
	<b>What section of the Plan was addressed by Consultation?</b>	Annual Action Plan

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was given notice that the FY 23-24 Annual Action Plan was available for public comment. No comments were provided.
29	<b>Agency/Group/Organization</b>	Santa Clara County Fire Department
	<b>Agency/Group/Organization Type</b>	Resilience-specific Organizations
	<b>What section of the Plan was addressed by Consultation?</b>	Annual Action Plan
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was given notice that the FY 23-24 Annual Action Plan was available for public comment. No comments were provided.
30	<b>Agency/Group/Organization</b>	Santa Clara County Sheriff's Office
	<b>Agency/Group/Organization Type</b>	Resilience-specific Organizations
	<b>What section of the Plan was addressed by Consultation?</b>	Annual Action Plan
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was given notice that the FY 23-24 Annual Action Plan was available for public comment. No comments were provided.

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

No agency types were intentionally left out of the consultation process. The City contacted all relevant and known agencies to the best of its abilities.



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

**Table 3. Other local / regional / federal planning efforts**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Regional Continuum of Care Council Santa Clara County	Addresses issues pertaining to homelessness through provision of social services such as food-related assistance, legal services, and employment training opportunities.
City of Cupertino General Plan Housing Element	City of Cupertino	Serves as a policy guide to evaluate existing and future housing needs, i.e., determines whether housing availability meets the needs of the population.
Regional Housing Needs Plan for the San Francisco	Association of Bay Area Governments	Analyzes total regional housing needs, i.e., determines number of units needed to be built per income category.
Community Plan to End Homelessness in Santa Clara	Destination Home	Creates a community-wide road map that identifies specific homeless populations in the County and strategies to address the needs of these populations.
Santa Clara County Housing Authority (SCCHA)	Housing Authority of the County of Santa Clara	Addresses housing authority updates and strategies pertaining to public housing and vouchers.
Comprehensive Economic Development Strategy	Association of Bay Area Governments	Addresses issues relating to the job and labor issues, and economic development issues in the area.

**Narrative**

The City collaborated with six entitlement jurisdictions which included City of Gilroy, Mountain View, Palo Alto, San Jose, Santa Clara, and Sunnyvale to conduct public and community outreach for the 2020-2025 Consolidated Plan. The City also coordinated with a variety of public agencies to gather information on a local and regional basis. With their input and market analysis, the City identified needs and priorities that closely aligned with the community needs and priorities. These components are reflected in the FY 23-24 Annual Action Plan.

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

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

The City of Cupertino provided ample opportunities for participation throughout the Action Plan process. Public hearings were held on March 9, 2023 and on May 11, 2023 by the City of Cupertino Housing Commission to review applications and approve the draft Action Plan respectively. In addition, the City provided a 30-day public review and commenting period from April 11, 2023 through May 11, 2023. The City published notifications of the upcoming public hearings and 30-day public review period in the Cupertino Courier, and City's Housing webpage. The Plan was made available at [www.cupertino.org/housing](http://www.cupertino.org/housing).

## Citizen Participation Outreach

**Table 4. Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	The Housing Commission met on March 9, 2023 to review the FY 2023-2024 grant applications and make funding recommendations.	No comments were received.	N/A	
2	Newspaper Ad	Non-targeted/broad community	Newspaper notices informing the public of the City's scheduled public meetings and hearings on the Action Plan and notifying the public of the opening public comment period for the draft Action Plan. The public comment period opened on April 11, 2023, and closed May 11, 2023.	No comments were received.	N/A	
3	Website	Non-targeted/broad community	The draft Action Plan was posted on the City's Housing website on April 11, 2023.	No comments were received.	N/A	<a href="#">Community Development Block Grant Program   City of Cupertino, CA</a>

4	Public Meeting	Non-targeted/broad community	The City Council met on May 02, 2023 to approve the FY 2023-2024 funding allocations.	No comments were received.	N/A	
5	Public Hearing	Non-targeted/broad community	The Housing Commission met on May 11, 2023 to approve FY 2023-2024 Annual Action Plan.	No comments were received.	N/A	

DRAFT

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

### Introduction

The City of Cupertino anticipates receiving \$358,910 in CDBG entitlement funds with an additional \$7,944 in program income. The City also has \$222,032.28 of prior year unexpended funds, which makes a total of \$588,886.28 of CDBG funds available for allocation in FY 2023-24. Similar to other entitlement jurisdictions, the City faces the challenge in addressing community needs with the fluctuating Federal resources. It is important to note that the granted funds are not sufficient to overcome barriers and address low- and moderate-income individual's needs. However, the City continues to leverage local, state, and Federal funds to provide quality support and services to Cupertino residents.

The table below illustrates the Federal and local funds that will be allocated for housing and community development needs in FY 23-24.

## Anticipated Resources

**Table 6 - Expected Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$358,910	\$7,944	\$222,032.28	\$588,886.28	\$358,910	Funds will be used to support various community development activities, including Self-Sufficiency Services, Frail Elderly/Elderly Services, Rental Unit Rehabilitation, and Homeowner Rehabilitation.
Other: BMR Affordable Housing Fund	Public - local	Other: Affordable Housing, Fair Housing	\$50,000	\$0	\$0	\$50,000	\$100,000	Funds will be used to provide fair housing services.

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

The City will continue to search for creative methods to leverage private, federal, state, and local funds to develop and implement efficient projects and activities despite limited resources. All funds will be considered to generate a sustainable budget and satisfy matching requirements. The efforts are listed below.

#### Entitlement Funds

The City will utilize CDBG entitlement monies to serve its local community through housing and community development activities. In addition, the City joined the Santa Clara County’s HOME Consortium in 2015 to further maximize federal financial resources. The HOME Consortium is a collaborative effort to fund eligible housing projects among City of Cupertino, Gilroy, Palo Alto, and the Urban

County. Beginning in FY 2015-2016, interested affordable housing developers were eligible to apply through an annual RFP process to help subsidize affordable housing construction costs in Cupertino.

The City provides a 25 percent matching funds when the City receives HOME dollars through the HOME consortium. The Veranda, a senior affordable housing rental project, was funded through the HOME Consortium and the City provided the required matching funds.

As in the past, the City will continue to reach out to developers to provide additional information on the HOME Consortium and available funding.

### State Housing and Community Development Sources

The City will receive a total of \$300,000 in Local Action Planning Grants (LEAP) funds from the State of California. The City will be utilizing these funds to prepare the City's Housing Element. Actions include Need Analysis, Policy Review, Public Outreach, Analysis of Barriers to Development, CEQA Review, and Site Identifications for Rezoning.

The City will also receive \$52,613 in Regional Early Action Planning Grants (REAP) funds from the State of California. The City will be utilizing these funds to cover the costs of a consultant connected to the Housing Element. This is an eligible activity allowed by State regulations.

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

The City is drafting its 2023-2031 Housing Element and has identified approximately 16 sites that would be able to accommodate future housing. More information can be found here: [Housing Sites Information | Engage Cupertino](#).

### **Discussion**

Please see discuss above.

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

### Goals Summary Information

Table 7. Goal Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homeowner Rehabilitation	2023	2024	Affordable Housing	Citywide	Affordable Housing	CDBG: \$92,536.00	Homeowner Housing Rehabilitated: 7 Household Housing Unit
2	Rental Unit Rehabilitation	2023	2024	Affordable Housing	CDBG Eligible Area	Affordable Housing	CDBG: \$0	Rental Units Rehabilitated: 0 housing units
3	Frail Elderly/ Elderly Services	2023	2024	Non-Homeless Special Needs Non-Housing Community Development	Citywide	Community Services	CDBG: \$19,054.05	Public service activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted
4	Services for Low-Income Families and Homeless Population	2023	2024	Homeless Non-Housing Community Development	Citywide	Prevent and Assist Those Experiencing Homelessness	CDBG: \$35,974.05	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
5	Fair Housing	2023	2024	Homeless Non-Homeless Special Needs Non-Housing	Citywide	Fair Housing	BMR Affordable Housing Fund: \$50,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Households Assisted
6	Planning and Administration	2023	2024	Planning and Administration	Citywide	Affordable Housing, Prevent and assist those experiencing homelessness, community services, Fair Housing, Economic Development	CDBG: \$73,370.80	Other: 1



## Goal Descriptions

The Consolidated Plan goals below represent high priority needs for the City of Cupertino and serve as the basis for the strategic actions the City will use to meet these needs. The goals, listed in no particular order, are:

**Table 8. Goal Descriptions**

1	<b>Goal Name</b>	<b>Homeowner Rehabilitation</b>
	Goal Description	Make critical home repairs for lower income and disabled resident homeowners who could not otherwise afford to make critical repairs in their homes. Repairs/rehabilitation is for critical health and safety issues and/or the addition of accessible features for disabled and/or elderly homeowners who may otherwise not be able to stay in their home.
2	<b>Goal Name</b>	<b>Affordable Rental Unit Rehabilitation</b>
	Goal Description	Repair/rehabilitate affordable rental housing units for extremely low- and low-income residents.
3	<b>Goal Name</b>	<b>Frail Elderly/Elderly Services</b>
	Goal Description	Provide a broad range of services to assist frail elderly, elderly, and disabled residents. Supportive services may include activities geared to maximize the social experience and mental stimulation of elderly clients, and to improve/sustain their mental and physical function and their quality of life.
4	<b>Goal Name</b>	<b>Services for Low-Income Families and Homeless Populations</b>
	Goal Description	Provide supportive services for low-income families and homeless populations.
5	<b>Goal Name</b>	<b>Fair Housing</b>
	Goal Description	Provide landlord/tenant counseling, and dispute resolution services activities to LMI residents.
6	<b>Goal Name</b>	<b>Planning and Administration</b>
	Goal Description	Planning and administration for the CDBG program.

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The City of Cupertino anticipates receiving \$358,910 in CDBG entitlement funds with an additional \$7,944 in program income. The City also has \$222,032.28 of prior year unexpended funds, which makes a total of \$588,886.28 of CDBG funds available for allocation in FY 2023-24. The activities funded through BMR AHF and General Fund HSG will not be reported in IDIS, as these are private and local funds utilized to maximize federal funds.

The City will accurately adjust each activity listed below as funding sources are made available.

**Table 9 – Project Information**

#	Project Name
1	Live Oak Adult Day Services – Senior Adult Day Care
2	West Valley Community Services (WVCS) – Community Access to Resources and Education Program (CARE)
3	Rebuilding Together Silicon Valley – Housing Repair and Rehabilitation Program
4	CDBG Program Administration
5	Project Sentinel Fair Housing
6	Capital Project

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

The City awards CDBG funds through an RFP process and selects agencies on their qualifications and designated budget. The City continues to leverage local funds to assist additional organizations that could not be funded with CDBG funds due to budget restraints.

## AP-38 Project Summary

<b>1</b>	<b>Project Name</b>	<b>Live Oak Adult Day Services – Senior Adult Day Care</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Frail Elderly/Elderly Services
	<b>Needs Addressed</b>	Community Services
	<b>Funding</b>	CDBG: \$19,054.05
	<b>Description</b>	<p>Live Oak Adult Services will provide services to frail elderly and elderly disabled residents who otherwise may have to be institutionalized. Supportive services are geared to maximize the social experience and mental stimulation of elderly clients, and to improve/sustain their mental and physical function and their quality of life through exercise, music, nutritious meals, visual arts, music and games and puzzles. Caregiver support workshops are also available.</p> <p>The IDIS matrix code for the project is 05A - Senior Services and the national objective is LMC. Presumed Benefit - Yes.</p>
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 low-income seniors will be served by the program.
	<b>Location Description</b>	This is a citywide program. The program is currently offered at 20930 McClellan Road in Cupertino.
	<b>Planned Activities</b>	Supportive services are geared to maximize the social experience and mental stimulation of elderly clients, and to improve/sustain their mental and physical function and their quality of life through exercise, music, nutritious meals, visual arts, music and games and puzzles. Caregiver support workshops are also available.

2	<b>Project Name</b>	<b>West Valley Community Services (WVCS) – Community Access to Resources and Education Program (CARE)</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Services for Low-Income Families and Homeless Population
	<b>Needs Addressed</b>	Prevent and Assist Those Experiencing Homelessness
	<b>Funding</b>	CDBG: \$35,974.05
	<b>Description</b>	The WVCS CARE program will provide services for 100 low-income and homeless families and individuals. The program connects clients with community resources, making services easily available and accessible, and works with them on capacity building. The main objectives of CARE are to encourage more stable and sustainable solutions that foster self-sufficiency instead of dependency. The IDIS matrix code is 03T and the national objective is LMC.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 low-income individuals will be assisted through the program.
	<b>Location Description</b>	This is a Citywide program, services will be provided at WVCS Main Office located at 10104 Vista Dr, Cupertino, CA 9501.
<b>Planned Activities</b>	The WVCS CARE program will provide services for low-income and homeless families and individuals. The program connects clients with community resources, making services easily available and accessible, and works with them on capacity building. The main objectives of CARE are to encourage more stable and sustainable solutions that foster self-sufficiency instead of dependency.	
3	<b>Project Name</b>	<b>Rebuilding Together Silicon Valley – Housing Repair and Rehabilitation Program</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Homeowner Rehabilitation
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$92,536.00

	<b>Description</b>	RTSV will provide funds to low-income Cupertino homeowners who could not otherwise afford to make critical repairs in their homes, resulting in health and safety issues. Grants may include funding for the addition of accessible features for disabled and/or elderly homeowners who may otherwise not be able to stay in their homes.  The matrix code is 14-A: single-family rehabilitation and the national objective is LMH.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	7 single family homes owned by low-income seniors will be repaired.
	<b>Location Description</b>	This is a Citywide program for income eligible homes.
	<b>Planned Activities</b>	RTSV will provide funds to low-income Cupertino homeowners who could not otherwise afford to make critical repairs in their homes, resulting in health and safety issues. Grants may include funding for the addition of accessible features for disabled and/or elderly homeowners who may otherwise not be able to stay in their homes.
<b>4</b>	<b>Project Name</b>	<b>CDBG Program Administration</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Planning and Administration
	<b>Needs Addressed</b>	Planning and administration
	<b>Funding</b>	CDBG: \$73,370.80
	<b>Description</b>	Administer the administrative costs for the overall management, coordination, and evaluation of the CDBG program, and the project delivery costs associated with bringing projects to completion.  The matrix code is 21A.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A

	<b>Location Description</b>	This is a Citywide program.
	<b>Planned Activities</b>	Administration of the CDBG program.
<b>5</b>	<b>Project Name</b>	<b>Project Sentinel Fair Housing</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Fair Housing
	<b>Needs Addressed</b>	Fair Housing
	<b>Funding</b>	BMR Affordable Housing Fund: \$50,000
	<b>Description</b>	Project Sentinel will provide landlord/tenant counseling and dispute resolution services activities to low moderate residents.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 persons will be served.
	<b>Location Description</b>	This is a Citywide program.
	<b>Planned Activities</b>	Project Sentinel will provide landlord/tenant counseling and dispute resolution services activities to 100 low/moderate income residents.
<b>6</b>	<b>Project Name</b>	<b>Capital Project</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Homeowner Rehabilitation Frail Elderly/Elderly Services Services for Low-Income Families and Homeless Populations Fair Housing

<b>Needs Addressed</b>	Affordable Housing Prevent and Assist Those Experiencing Homelessness Community Services Fair Housing Economic Development
<b>Funding</b>	CDBG: \$367,951.38
<b>Description</b>	The City is currently determining the best way to spend these unallocated funds. Once this determination is completed, a substantial amendment will be completed to update this AAP with the specific information for the chosen project.
<b>Target Date</b>	6/30/2024
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	TBD
<b>Location Description</b>	Citywide
<b>Planned Activities</b>	TBD

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

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

HUD allows an exception to the Low-Mod Income (LMI) area benefit requirement in the case an area contains 51 percent of low- and moderate-income residents. Unfortunately, this exception does not apply to the City of Cupertino. Instead, the City will focus its services and capital improvements across the City as a whole.

### Geographic Distribution

**Table 10. Geographic Distribution**

Target Area	Percentage of Funds
Citywide	100%

### Rationale for the priorities for allocating investments geographically

Not applicable.

### Discussion

The City will allocate housing and community development resources throughout the City boundaries and does not plan to specifically serve a target area.



## AP-55 Affordable Housing - 91.420, 91.220(g)

### Introduction

The 2020-2025 Consolidated Plan has identified Affordable Housing as a high priority for the City of Cupertino, particularly for households of extremely low-income. The City aims to meet this need by funding Rebuilding Together Silicon Valley's Homeowner Repair and Rehabilitation Program. The description of planned activities are as follows:

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	7
Special-Needs	0
<b>Total</b>	<b>7</b>

**Table 1 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	7
Acquisition of Existing Units	0
<b>Total</b>	<b>7</b>

**Table 2 - One Year Goals for Affordable Housing by Support Type**

### Discussion

The City will fund affordable housing activities and projects in order to maintain the City's affordable housing stock by collaborating with Rebuilding Together Silicon Valley (RTSV). This agency will assist low- and moderate-income seniors and households by providing rehabilitation and repair services.

## **AP-60 Public Housing - 91.420, 91.220(h)**

### **Introduction**

The City of Cupertino does not own or manage public housing units. However, residents of Cupertino may apply for the Housing Choice Vouchers (formerly Section 8). This program is administered by the Santa Clara County Housing Authority (SCCHA) and provides affordable rental units to 17,000 low- and moderate-income households.

### **Actions planned during the next year to address the needs to public housing**

Not applicable.

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

The SCCHA encourages and actively seeks public participation from residents through their transparent policy-making process. The SCCHA also ensures to include two tenants as commissioners of the SCCHA board.

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

The SCCHA is in good standing and not designated as a troubled agency.

### **Discussion**

The City does not own or manage any public housing units. However, the City supports and works closely with the SCCCHA.

## AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

### Introduction

The City recognizes the high priority of assisting individuals experiencing homelessness and individuals near homelessness as identified in the 2020-2025 Consolidated Plan. The City is committed to assisting and supporting activities that prevent and aid in ending homelessness. The City works closely with West Valley Community Services to administer the Community Access to Resources and Education (CARE) Program. This program provides case management and short-term rental assistance to support families experiencing homelessness transition to permanent housing.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City of Cupertino collaborates with the County of Santa Clara Continuum of Care (CoC), which is administered by the County Office of Supportive Housing (OSH). The County OSH conducts a biennial Point-in-Time (PIT) count to estimate the prevalence of homelessness in Santa Clara County, which includes Cupertino. The most recent PIT count took place on January 24-25, 2023.

The CoC also prepares a community plan focused on ending homelessness in the County of Santa Clara. The 2020-2025 Community Plan to End Homelessness identified three strategies:

- Address the root causes of homelessness through system and policy change;
- Expand homelessness prevention and housing programs to meet the need; and
- Improve quality of life for unsheltered individuals and create healthy neighborhoods for all.

The CoC aims to achieve a 30 percent reduction of individuals becoming homeless, house 20,000 through supportive housing, expand the Homelessness Prevention System to serve 2,500 people per year, double the amount of temporary housing and shelters, and address the racial inequities present in unsheltered individuals by 2025. The City is fully supportive of the Community Plan and will continue to collaborate with the County to achieve these goals.

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

There are no emergency shelters or transitional housing located in the City of Cupertino.

**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 City works closely with community service agencies to provide intensive case management for individuals experiencing chronic homelessness to help obtain permanent housing. Case management is provided on an individual basis to provide unique services to each individual.

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

The City will assist and fund the following organizations and services with CDBG entitlement funds as follows:

- Rebuilding Together Silicon Valley – Housing Repair and Rehabilitation Program provides health and safety repairs for low- and moderate-income homeowners.
- Live Oak Adult Day Services – Senior Adult Day Care/Caregiver Respite Program assists seniors to provide respite for their caregivers.
- West Valley Community Services – Community Access to Resource & Education (CARE) Program provides access and resources for low- and moderate-income residents.

In addition, the City will be using BMR AHF Public Services funds to assist Project Sentinel. This organization provides fair housing and tenant landlord counseling services.

The City will be using HSG General Funds to assist Catholic Charities of Santa Clara County, Maitri, Senior Adults Legal Assistance, and West Valley Community Services to provide a wide array of services to low- and moderate-income households.

**Discussion**

The efforts and programs identified above address the City’s efforts as well as the City’s collaboration with regional organizations to assist individuals experiencing homelessness and other special needs. The City recognizes that homelessness is a complex issue and requires a collaborative effort of local agencies and public service agencies. The City will continue to support and look for different methods to assist in addressing homelessness.

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

### Introduction

The City of Cupertino faces similar barriers to affordable housing that many jurisdictions are faced with in the Bay Area. These issues include high cost of development, increased price of land, constrained development of affordable housing units, and lack of developable land. Per the City's adopted Analysis of Impediments to Fair Housing Choice (AI), the high priorities to affordable housing are:

- Facilitate access to below-market-rate units;
- Facilitate access to all available housing programs;
- Contract with local service providers to conduct ongoing outreach and education regarding fair housing for home seekers, landlords, property managers, real estate agents, and lenders;
- Contract with local service providers to conduct fair housing testing in local apartment complexes;
- Reevaluate current fair housing contracts based on highest need;
- Periodically review the Zoning Ordinance to ensure regulations are consistent with fair housing laws and do not constrain housing production;
- Assist local Housing Authorities with outreach;
- Plan for and encourage transit-oriented development;
- Facilitate safe and efficient transit routes.

The City updated its Zoning Ordinance through the 2015-2023 General Plan Housing Element to ensure compliance with State housing laws, which includes special needs housing, fair housing, and emergency housing. The City is drafting its 2023-2031 Housing Element and has identified approximately 16 sites that would be able to accommodate future housing. More information can be found here: [Housing Sites Information | Engage Cupertino](#).

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

The City identified several potential constraints to the development, maintenance, and improvement of housing and affordable housing in its 2015-2023 Housing Element update including:

- General Plan - The General Plan indicates the allowable uses and densities at various locations in the City. The Land Use/Community Design section identifies five categories of residential uses based on dwelling unit density, expressed as the number of dwelling

units permitted per gross acre. As such, a City's General Plan contains several items that can affect the development and distribution of housing, such as land-use classifications, and density and intensity standards.

- **Zoning Ordinance** - Zoning ordinances and other land-use controls have a direct effect on the availability and range of housing choices within a community. The Cupertino Zoning Ordinance establishes development standards and densities for new housing in the City. These regulations include minimum lot sizes, maximum number of dwelling units per acre, lot width, setbacks, lot coverage, maximum building height, and minimum parking requirements.
- **Parking Requirements** - Parking requirements, when excessive, may serve as a constraint to housing development by increasing development costs and reducing the amount of land available for project amenities or additional units. The City's parking requirements are higher than many other jurisdictions, particularly for single-family homes. Considering the high cost of land, the high parking standards may serve as a constraint to housing provision.
- **Site Improvements** - Site improvement requirements are the responsibility of residential developers who are responsible for constructing road, water, sewer, and storm drainage improvements on new housing sites. Where a project has off-site impacts, such as increased storm water runoff or added traffic congestion at a nearby intersection, additional developer expenses may be necessary to mitigate impacts. These expenses may be passed on to consumers, as increased sales, or rental costs.

In general, residential developers interviewed for the 2015-2023 Housing Element update reported that the Cupertino's public policies do not stand as a constraint to new housing production.

## **Discussion**

The City has identified strategies to remove or ameliorate barriers to affordable housing in their 2015-2023 Housing Element, which include:

- Continuing to implement the second dwelling unit ordinance;
- Facilitating lot consolidations;
- Being flexible with development standards;
- Planning for increased densities in the "Heart of the City";
- Collecting housing mitigation fees;
- Incentivizing development; and
- Conserving housing stock.

Additionally, the City is addressing the barriers to affordable housing through the following

programs and ordinances:

#### Below Market Rate (BMR) Affordable Housing Fund (AHF)

The City's BMR AHF receives its revenue from the payment of housing mitigation fees from non-residential (office, retail, R&D, hotel and industrial) and residential development. The residential BMR program applies to new residential developments greater than one unit. Homeownership developments of one to six units are required to pay an in-lieu fee. Homeownership developments of seven units or greater are required to designate 15 percent of the total number of units in an ownership development as affordable. Developers of market-rate rental units, where the units cannot be sold individually, must pay a housing mitigation fee to the BMR AHF.

For non-residential housing mitigation in the City, a fee is applied to new square footage of development. The fee is then deposited in the City's BMR AHF and is used for the provision of affordable housing. The City Council adopted a nexus study on May 5, 2015, that reassessed the housing mitigation fees developers pay to the BMR AHF. The nexus study was updated in 2020.

#### HOME Investment Partnerships Program (HOME)

The City joined the County's HOME Consortium in 2015. HOME funds can be used to fund eligible affordable housing projects for acquisition, construction, and rehabilitation. Beginning in the FY 2015, developers of affordable housing projects were eligible to competitively apply through an annual RFP process directly to the County for HOME funds to help subsidize affordable housing projects in Cupertino.

#### Community Development Block Grant (CDBG)

The City issues CDBG funds to non-profit agencies to provide services to Cupertino residents. For FY 23-24, the City will provide funds to the following agencies and programs to address barriers to affordable housing:

- Rebuilding Together Silicon Valley – Housing Repair and Rehabilitation Program assists eligible households with home repairs to preserve the existing housing stock.

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

### Introduction

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

### Actions planned to address obstacles to meeting underserved needs

For FY 23-24, the City plans to collaborate and fund Rebuilding Together Silicon Valley, West Valley Community Services, and Live Oak Adult Day Services with CDBG funds. These agencies assist with home repairs to preserve the existing housing stock, provide direct services to elderly and frail seniors, and education on food and medical services to low- and moderate-income residents in Cupertino.

To address obstacles to meeting underserved needs, the City supplements its CDBG funding with other resources and funds, such as:

- The City's BMR AHF fund receives its revenue from the payment of housing mitigation fees from non-residential (office, retail, R&D, hotel and industrial) and residential development. The Housing Mitigation fee program acknowledges housing needs created by the development of non-residential and residential projects, and the fees collected are deposited in the City's BMR AHF and are to be used for the provision of affordable housing.
- Each year the City allocates approximately \$50,000 from the BMR AHF to provide public service grants to public and human service agencies within the City limits.
- The City will use General Fund HSG to assist Catholic Charities of Santa Clara County, Maitri, Senior Adults Legal Assistance, and West Valley Community Services.
- HOME Program funds are available on an annual competitive basis through the State of California HOME program, and the County HOME Consortium.
- The State of California's Multifamily Housing Program has been a major source of funding for affordable housing since 2002. This program provides low-interest loans to developers of affordable rental housing.
- WVCS is a nonprofit organization that administers additional affordable housing programs in the City, which include providing support services to homeless individuals and managing a transitional housing facility.
- The Housing Trust Silicon Valley (HTSV) is a public/private venture, dedicated to increasing affordable housing in the county. The Trust makes available funds for



developers to borrow for the construction of affordable units.

- The Mortgage Credit Certificate (MCC) Program provides assistance to first-time homebuyers by allowing an eligible purchaser to take 20 percent of their annual mortgage interest payment as a tax credit against federal income taxes. The County administers the MCC Program on behalf of the jurisdictions, including the City.
- The Santa Clara County Affordable Housing Fund was created in 2002, with an initial investment by the Board of Supervisors of \$18.6 million. The AHF is used for affordable housing developments and allows the leveraging of its funding with other sources to create affordable housing in the County. Additionally, a bond measure was passed this year that will add additional public funds for affordable housing projects in the County.
- The HACSC administers the federal Section 8 program countywide. The program provides rental subsidies and develops affordable housing for low-income households, seniors and persons with disabilities living within the county.

### **Actions planned to foster and maintain affordable housing**

The City will foster and maintain affordable housing by continuing the following programs and ordinances:

- The City's Accessory Dwelling Unit Ordinance, which allows an additional unit to be built on any already developed parcel containing a single-family home.
- The City's Density Bonus Ordinance allows an increase in density for developments that provide a proportion of units for very low or low-income households or for seniors.
- All new developments must either provide BMR units or pay a housing mitigation fee, which is placed in the City's BMR AHF.
- Homeownership developments between one unit and six units pay an in-lieu fee which is deposited into the City's BMR AHF. Homeownership developments greater than six units must designate at least 15 percent of units within a development at a cost that makes the units affordable to median and moderate-income households.
- The City's participation in the County's HOME Consortium will allow developers of eligible affordable housing projects in the City to competitively apply through an annual RFP process directly to the County for HOME funds to help subsidize affordable housing projects in Cupertino, including acquisition, construction, and rehabilitation. The City utilized HOME funding from the Consortium to build an affordable housing project name The Veranda. The project has been completed and provides 18 units of low-income affordable housing to seniors.

### **Actions planned to reduce lead-based paint hazards**

The City will assist Rebuilding Together Silicon Valley to provide housing repairs to eligible homes. Lead-based paint awareness and abatement is fully integrated in these programs.

Additionally, each homeowner will be informed of the dangers, symptoms, testing, treatment, and prevention of lead-based paint poisoning. Lead-based paint hazard stabilization or abatement will be provided in each rehabilitation project. Furthermore, adherence to Federal guidelines for reduction activities with lead-based paint is provided for in every federally funded rehabilitation loan.

### **Actions planned to reduce the number of poverty-level families**

In a continuing effort to reduce poverty, the City will make it a priority to fund agencies that provide direct assistance to the homeless and those at-risk of becoming homeless. In FY 23-24, the City will allocate CDBG dollars to the following programs:

- Community Access to Resources and Education (CARE) - This program is administered by the West Valley Community Services. The agency incorporates both case management and wrap around services to help at risk and vulnerable households manage crisis and provide stabilization to help them move towards self-sufficiency. The target population of the CARE program includes low-income seniors, families with children, at-risk youth, and adults. The CARE program includes case management, access to food pantry and emergency financial assistance.
- Senior Adult Day Care/Caregiver Respite – This program is administered by the Live Oak Adult Day Services. The agency provides services for seniors at-risk of being institutionalized and provides specialized programs, such as recreation, mental stimulation, companionship, and nutritious meals, to seniors in Cupertino.

In addition, the City will be leverage additional General Fund HSG monies to assist the following programs:

- Long-Term Care Ombudsman – This program is administered by Catholic Charities of Santa Clara County. The agency assists seniors in long-term facilities with issues related to health, care, safety, and personal preferences.
- MTH Direct Client Services - This program is administered by Maitri. The agency provides transitional housing services for victims of domestic violence and children.
- Legal Assistance to Elders - This program is administered by Senior Adults Legal Assistance. The agency provides legal services to seniors, such as public benefits, long-term care, elder abuse, housing, consumer, incapacity planning, probate alternatives, and simple wills.
- Haven to Home - This program is administered by West Valley Community Services. The agency provides supportive services and housing resources to individuals experiencing homelessness and chronic homelessness.

Additionally, the City supports organizations working to reduce poverty throughout the region,

including:

- Santa Clara County Human Services, which helps clients develop a “welfare to work” plan and provides career advising, job placement, resume development, and interviewing skills to students. The Department of Human Services also serves homeless individuals with job training and housing.
- The NOVA Workforce Development Board provides training and employment services to those residing in the Cities of Santa Clara, Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, and Sunnyvale. Many of its services and programs target disadvantaged youth and adult populations, who may have limited education and/or barriers to employment.
- The SCCHA is a Moving to Work agency, which allows programs that focus on self-sufficiency and affordable housing.
- Santa Clara Unified School District’s Adult Education Center offers a variety of courses and resources, including English as a second language and resources for immigrants, high school diploma and GED courses, career training, enrichment courses, exercise, and wellness courses, parenting classes, an on-site preschool, and on-site CalWORKs office dedicated to working with students at the Adult Education Center.

#### **Actions planned to develop institutional structure**

City staff will continue the following collaborative efforts to improve institutional structure:

- Regular monthly meetings between entitlement jurisdictions at the CDBG Coordinators Meeting and Regional Housing Working Group;
- Joint jurisdiction Request for Proposals and project review committees;
- Coordination on project management for projects funded by multiple jurisdictions;
- HOME Consortium meetings between member jurisdictions for affordable housing projects; and

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

The City benefits from a strong jurisdiction and region-wide network of housing and community development partners, such as the Regional Housing Working Group and the CoC. To improve intergovernmental and private sector cooperation, the City will continue to participate with other local jurisdictions and developers in sharing information and resources.

The City will also continue to leverage its BMR AHF to assist nonprofit affordable housing

developers.

**Discussion**

Please see discussion above.

DRAFT

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

### Introduction

#### Community Development Block Grant Program (CDBG)

#### Reference 24 CFR 91.220(I)(1)

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

**Table 11. Program Income**

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

### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

### Discussion

The City will attempt to meet an overall benefit of 100% for this Annual Action Plan which will be for one year.