

Expected Resources

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

Introduction

For the fiscal year 2020/21, the City of El Monte will have a total of \$2,304,180 in CDBG funds. This total amount is comprised of \$1,749,990 in Fiscal 2019/20 CDBG entitlement funds and an estimated \$554,280 in program income. The City does not have any income from float-funded activities or surplus from urban renewal settlements, sale of real property, prior period adjustments, loans outstanding or written off, CDBG acquired property available for sale, or lump sum drawdown payments. Nor is the City funding any “urgent need activities.” CDBG funds will be used for public services, three capital improvement projects, two public facility projects, housing rehabilitation, repayment of Section 108 loans, CDBG administration, and fair housing services.

The City of El Monte will also have approximately \$2,380,986 in HOME Program funds comprised of a FY 2020/21 allocation of \$684,022, a carryover balance of \$1,382,998 and estimated program income in the amount of \$179,628. The City will use HOME funds for administration of the HOME program and for affordable housing development.

Finally, the City of El Monte will have approximately \$5,157,737 in ESG COVID-19 related funds from the CARES Act that will assist with municipal funding shortfalls.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				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	\$1,749,900	\$554,280	0	\$2,304,180	0	Entitlement funds allocation plus estimated program income plus prior-year resources.
HOME	Public-Federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	\$684,022	\$179,628	\$1,382,998	\$2,380,968	0	Entitlement funds allocation plus estimated program income plus prior-year resources.
ESG	Public-Federal	emergency shelter and outreach administrative costs homelessness prevention assistance	\$5,157,737	0	0	\$5,157,737	0	CARES Act funds which are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19)

Table 59 - Expected Resources – Priority Table

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

The City will attempt to leverage grants and other funding when appropriate to meet the objective of the Annual Action Plan. The City will add local funds (including unexpended CDBG funds from prior years if available) to further support the organizations and individuals receiving CDBG funding. HOME and ESG funded projects require matching funds to be committed prior to funding commitments being made by the City of El Monte. For the ESG projects, Volunteers of America provides substantial matching funds for Street Outreach, Homeless Prevention, and Rapid Re-Housing projects. Federal funds may also be leveraged with Los Angeles County Measure H funds which are used to prevent and combat homelessness in the City.

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

Not Applicable

Discussion

Refer to narrative above

Annual Goals and Objectives AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide decent affordable housing	2020	2021	Affordable Housing	City Wide	Provide decent affordable housing	CDBG: \$100,000 HOME: \$1,837,175	Affordable housing new construction: 51 units Residential Rehab: 5 housing units Multi-Family Rental Rehab:
2	Maintain and Promote neighborhood preservation	2020	2024	Affordable housing Non-Housing Community Development	City Wide Qualified Census Tracts	Maintain and promote neighborhood preservation Construct or upgrade public facilities and infrastructure	CDBG: \$500,000	Commercial Façade: 10 businesses Code Enforcement: 250 households (or individuals)
3	Support special needs programs and services	2020	2024	Non-Homeless Special Needs	City Wide Qualified Census Tracts	Support special needs programs and services Fair Housing	CDBG: \$629,914 ESG: \$4,781,537	Utility Assistance: 205 households Housing Rights: 300 persons; Legal Services: 80 persons;

									Integrated Care Management: 50 persons; Food Program: 2,200 persons; Homeless Programs: 4,433 households (or individuals)
4	Construct or upgrade public facilities and infrastructure	2020	2024	Non-Housing Community Development	City Wide Qualified Census Tracts	Construct or upgrade public facilities and infrastructure		CDBG: \$350,000	Graffiti Abatement: 17,000 sites
5	Economic Development	2020	2024	Non-Housing Community Development	City Wide Qualified Census Tracts	Support special needs programs and services		CDBG: \$383,443	Section 108 loan program: 3,000 low to moderate-income families (or individuals)
6	CDBG Grant Administration	2020	2024	Affordable Housing Public Housing Homelessness Non-Homelessness Special Needs Non-Housing Community Development	City Wide Qualified Census Tracts	Provide decent affordable housing Maintain and promote neighborhood preservation Support special needs programs and service Construct or upgrade public facilities and infrastructure Fair Housing		CDBG: \$460,836 HOME: \$307,050 ESG: \$527,091	

Table 60 – Goals Summary

Projects

AP-35 Projects – 91.220(d)

Introduction

The City plans to undertake the following CDBG, HOME, and ESG activities during Fiscal Year 2020/21 to address its priority housing, community development, and homeless needs. All proposed activities are eligible and meet program service targets. Additionally, the City of El Monte has not exceeded any of its maximum allocations for CDBG public services, CDBG administration, HOME administration, or ESG administration. With a proposed CDBG allocation of \$1,749,900, the City of El Monte is allowed to exceed the maximum of 15%, in public services if the activities are in response to COVID-19 impacts. This Annual Action Plan proposes to allocate \$629,914 in public services towards the following activities: Fair Housing Program (\$27,000); Utility Assistance Program (\$246,610), El Monte Legal Services Clinics (\$75,000) Community and Senior Services Integrated Care Management (\$61,304); Nutrition Program (\$220,000). CDBG regulations also permit a maximum allocation of 20% for CDBG administration activities. Next, a maximum of 20% in HOME administration activities is allowed to be allocated in FY 2020/21 and the City has allocated \$307,050 for the HOME Program Administration activity.

It is important to note that the activities are only proposed; as such the funding commitments have not been issued to the respective agencies or organizations. Each planned activity must first complete all due diligence requirements as required by City of El Monte and by HUD Regulations as necessary. Upon completion of the due diligence and approval by the City of El Monte staff, the City and the respective organizations shall enter into a funding agreement (or contract) for delivery of the activity. In all cases, activities must be primarily for the benefit of low- to moderate-income persons and/or households within the City of El Monte jurisdiction.

#	Project Name
1	CDBG: Administration
2	CDBG: Commercial Façade Program
3	CDBG: Code Enforcement
4	CDBG: Utility Assistance Program
5	CDBG: Residential Rehab
6	CDBG: Graffiti Abatement
7	CDBG: Housing Rights Center
8	CDBG: Neighborhood Legal Services Clinics
9	CDBG: Integrated Care Management
10	CDBG: Food Program
11	CDBG: Aquatic Center (City)
12	CDBG: Peck/Ramona Triangle
13	HOME: Administration Funds
14	HOME: CHDO Reserve

15	HOME: Domus (Tyler/Ramona)
16	HOME: Linc Development (Ramona Housing)
17	HOME: Multi-Family Rehab
18	HOME: Acquisition & New Construction- Not programmed
19	ESG: Administration
20	ESG: Street Outreach
21	ESG: Homeless Prevention
22	ESG: Rapid Rehousing
23	ESG CV2: Administration
24	ESG CV2: Volunteers of America
25	ESG CV2: Street Outreach
26	ESG CV2: Rapid Rehousing

Table 61 – Project Information

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

El Monte will use a place-based strategy during the planning period. The geographic distribution of funding is predicated somewhat on the nature of the activity to be funded. It is the City’s intent to fund activities in the areas most directly affected by the needs of low-income residents and those with other special needs. The Annual Action Plan directs investment geographically to an area benefit neighborhood. The area benefit category is the most commonly used national objective for activities that benefit a residential neighborhood. An area benefit activity is one that benefits all residents in a particular area, where at least 51% of the residents are low-and moderate-income persons. Public infrastructure improvements are an area benefit activity when they are located in a predominately low-and moderate-income neighborhood. One of the greatest obstacles in meeting the underserved needs of low-and moderate-income persons is having limited financial resources. The City will continue to use CDBG, HOME and ESG funding to support public services agencies that address special needs populations, including, the homeless, those at risk of homelessness, seniors, female-headed households, victims of domestic violence, and disabled youth and adults.

AP-38 Project Summary

Project Summary Information

1	Project Name	CDBG: Administration
	Target Area	City Wide Qualified Census Tracts

	Goals Supported	Provide decent affordable housing Maintain and promote neighborhood preservation Support special needs programs and services CDBG Grant Administration
	Needs Addressed	Provide decent affordable housing Maintain and promote neighborhood preservation Support special needs programs and services Construct or upgrade public facilities and infrastructure Fair housing
	Funding	CDBG: \$460,836
	Description	Planning and Administration of the 2020 CDBG program.
	Target Date	June 30, 2021
	Location Description	City Wide
	Planned Activities	See Description.
2	Project Name	Commercial Façade Program
	Target Area	Maintain and promote neighborhood preservation
	Goals Supported	Maintain and promote neighborhood preservation
	Needs Addressed	City Wide
	Funding	CDBG: \$200,000
	Description	Provide financial assistance in the form of a matching grant to commercial property and/or business owners to make façade/exterior improvements to commercial buildings.
	Target Date	June 30, 2021
	Location Description	City Wide
	Planned Activities	Same as description.

3	Project Name	CDBG: Code Enforcement
	Target Area	City Wide
	Goals Supported	Maintain and promote neighborhood preservation
	Needs Addressed	Maintain and promote neighborhood preservation
	Funding	CDBG: \$300,000
	Description	This program helps to stabilize and protect property values in the community by enforcing existing property maintenance, health and safety, building standards and other code enforcement requirements, in eligible low-income deteriorating neighborhoods.
	Target Date	June 30, 2021
	Location Description	City Wide
	Planned Activities	Same as description.
4	Project Name	CDBG: Utility Assistance Program
	Target Area	City Wide
	Goals Supported	Support special needs programs and services
	Needs Addressed	Support special needs programs and services
	Funding	CDBG: \$246,610
	Description	This program offers a financial assistance to eligible low-income households for utility assistance.
	Target Date	June 30, 2021
	Location Description	City Wide
	Planned Activities	Same as description.
5	Project Name	CDBG: Residential Rehab
	Target Area	City Wide
	Goals Supported	Maintain and promote neighborhood preservation

	Needs Addressed	Preserve the supply of affordable housing
	Funding	CDBG: \$100,000
	Description	The City of El Monte's Housing Rehabilitation Program provides two forms of assistance to eligible El Monte property-owners: The Housing Rehabilitation Loan Program and the Minor Home Repair Grant Program. The Housing Rehabilitation Loan Program is a second mortgage loan designed to assist income eligible El Monte Homeowners improve the condition of their homes to meet the City's health and safety code requirements. Program eligibility is based on household size and level of income. Households with income at or below 80% of Area Median Income may be eligible for a minimum loan amount of \$15,000 up to a maximum loan amount of \$80,000. The Minor Home Repair Program provides funds in the form of a grant to income eligible El Monte Homeowners to be used for a minimal level of rehabilitation projects including handicap access, energy conservation, weatherization, and emergency repairs. Program eligibility is based on household size and level of income. Households with income at or below 50% of Area Median Income may be eligible for a minimum grant amount of \$2,000 up to a maximum grant amount of \$25,000.
	Target Date	June 30, 2021
	Location Description	City Wide
	Planned Activities	Same as description.
6	Project Name	CDBG: Graffiti Abatement
	Target Area	Citywide
	Goals Supported	Infrastructure and Public Facility
	Needs Addressed	Infrastructure and Public Facilities
	Funding	CDBG: \$350,000
	Description	The Graffiti Abatement Program operates in CDBG low- and moderate-income service areas throughout the city to remove graffiti from hardscape areas such as walls, sidewalks, street furniture, poles and signs. Funds pay for labor, supplies and

		material.
	Target Date	June 30, 2021
	Location Description	City Wide
	Planned Activities	Same as description.
7	Project Name	CDBG: Housing Rights Center
	Target Area	City Wide
	Goals Supported	Support Special Needs Programs and Services
	Needs Addressed	Fair Housing
	Funding	CDBG: \$27,000
	Description	The goal of the Housing Rights Center’s Fair Housing Program is to “affirmatively further fair housing” and to prevent homelessness. Since the commencement of the 2008/09 program year, 100% of El Monte residents served by HRC were of low- to moderate-income, thus confirming a high probability that HRC's proposal will enable El Monte to satisfy HUD's guidelines for use of CDBG funds. The goals of the Housing Rights Center’s Fair Housing Program are threefold: (1) to educate the community on the fair housing laws, (2) to resolve complaints of housing discrimination, and (3) to ensure equal housing opportunity for those living in El Monte and for those that seek housing in El Monte.
	Target Date	June 30, 2021
	Location Description	City Wide
	Planned Activities	Same as description.
8	Project Name	CDBG: Neighborhood Legal Services Clinics
	Target Area	City Wide
	Goals Supported	Support Special Needs Programs and Services
	Needs Addressed	Support Special Needs Programs and Services

	Funding	CDBG: \$75,000
	Description	In support of El Monte’s Consolidated Plan, to provide “homeless prevention” through “supportive services,” NLSLA proposes to establish The El Monte Legal Assistance (TELA) Clinics to provide supportive legal services to residents of El Monte, including those who are homeless or at risk of becoming homeless. The City of El Monte has identified that some of the greatest obstacles in meeting the underserved needs of low- income persons is not having access to: 1) affordable housing; 2) income stabilizing benefits such as CalWorks, and CalFresh; and 3) affordable health care. NLSLA’s TELA project will address these legal barriers, helping El Monte residents secure a foothold on the path to economic security.
	Target Date	June 30, 2021
	Location Description	3629 Santa Anita Avenue, Suite 109, CA 91731
	Planned Activities	Same as description.
9	Project Name	CDBG: Community and Senior Service Integrated Care Management
	Target Area	City Wide
	Goals Supported	Support Special Needs Programs and Services
	Needs Addressed	Support Special Needs Programs and Services
	Funding	CDBG: \$61,304
	Description	The purpose of the Integrated Care Management program is to provide case management services to individuals who require assistance to maintain independence and age at home safely and with dignity. Special focus is given to enroll the frail elderly and severely disabled that have little to no support system. The program will provide a high level of involvement in the lives of the frail, homebound and elderly clients. The proposed program provides quality supportive services so that elderly and persons with special needs live as independently as possible. With CDBG funding the city looks to modify the existing program by combining integrated care management with information and referral. The purpose of the Information and Referral program is

		to empower clients to resolve short term problems or benefit issues.
	Target Date	June 30, 2021
	Location Description	City Wide
	Planned Activities	Same as description.
10	Project Name	CDBG: Food Program
	Target Area	City Wide
	Goals Supported	Support special needs programs and services
	Needs Addressed	Support special needs programs and services
	Funding	CDBG: \$220,000
	Description	This program offers a food to eligible low-income households. The program offers participants a collection of predetermined local grocery/farmers market items.
	Target Date	June 30, 2021
	Location Description	City Wide
	Planned Activities	Same as description.
11	Project Name	CDBG: Aquatic Center (City)
	Target Area	City Wide
	Goals Supported	Economic Development
	Needs Addressed	Maintain and Promote Neighborhood Preservation
	Funding	CDBG: \$223,707
	Description	CDBG funds will be used to make a Section 108 loan payment for the Aquatic Center Project.
	Target Date	June 30, 2021
	Location Description	11333 Valley Boulevard, El Monte, CA 91731

	Planned Activities	Same as description.
12	Project Name	CDBG: Peck/Ramona Triangle (M&A Gabae)
	Target Area	City Wide
	Goals Supported	Economic Development
	Needs Addressed	Maintain and Promote Neighborhood Preservation
	Funding	CDBG: \$159,736
	Description	CDBG funds will be used to make a section 108 loan payment for Peck/Ramona Triangle.
	Target Date	June 30,2021
	Location Description	11333 Valley Boulevard, El Monte, CA 91731
	Planned Activities	Same as description.
13	Project Name	HOME: Administration
	Target Area	City Wide
	Goals Supported	Provide decent affordable housing Maintain and promote neighborhood preservation
	Needs Addressed	Provide decent affordable housing Maintain and promote neighborhood preservation Fair Housing
	Funding	Home: \$307,050
	Description	Administration of the FY2020 Home program.
	Target Date	June 30,2021
	Location Description	Jurisdiction wide administration of the Home Program.
	Planned Activities	Same as description.
14	Project Name	HOME: CHDO Reserve

	Target Area	City Wide
	Goals Supported	Provide decent affordable housing
	Needs Addressed	Provide decent affordable housing
	Funding	Home: \$428,825
	Description	HUD regulations require each grantee to set aside a minimum of 15% of the annual HOME allocation for projects and activities carried out by Community Housing Development Organizations (CHDOs). The City of El Monte will partner with a local certified CHDO to develop additional affordable housing units within the jurisdiction.
	Target Date	June 30, 2021
	Location Description	City Wide
	Planned Activities	Same as description.
15	Project Name	HOME: Domus (Tyler/Ramona)
	Target Area	Tyler/Ramona
	Goals Supported	Provide Decent and Affordable Housing
	Needs Addressed	Provide Decent and Affordable Housing
	Funding	Home: \$658,350
	Description	Located in the vibrant Downtown core of El Monte is a new 100% affordable housing development. The site which is composed of 3 parcels totaling 36, 329 square feet (0.83 acres) will be the location of 51 affordable housing units. The units will range from one to three bedrooms. 24 of the units will be intended for homeless students and families. The remaining 26 units will be for residents with incomes ranging from 30-60 percent of the median income and one used for on-site management.
	Target Date	June 30,2021
	Location Description	3436 Tyler Ave, El Monte, CA 91731

	Planned Activities	Same as description.
16	Project Name	HOME: Linc Development Housing (Ramona Housing)
	Target Area	City Wide
	Goals Supported	Provide Decent and Affordable Housing
	Needs Addressed	Provide Decent and Affordable Housing
	Funding	Home: \$500,000
	Description	Development of affordable housing
	Target Date	June 30,2021
	Location Description	City Wide
	Planned Activities	Same as description.
17	Project Name	HOME: Multi Family Rehab
	Target Area	City Wide
	Goals Supported	Maintain and Promote Neighborhood Preservation
	Needs Addressed	Maintain and Promote Neighborhood Preservation
	Funding	Home: \$250,000
	Description	This program provides multi-family rehabilitation for rental units, occupied by eligible participants. The property must be brought up to certain housing standards as part of the rehab assistance.
	Target Date	June 30,2021
	Location Description	City Wide
	Planned Activities	Same as description.
18	Project Name	HOME: Acquisition & New Construction-Not Programmed
	Target Area	Unprogrammed
	Goals Supported	Unprogrammed

	Needs Addressed	Unprogrammed
	Funding	Home: \$236,743
	Description	Unprogrammed
	Target Date	June 30,2021
	Location Description	Unprogrammed
	Planned Activities	Same as description.
19	Project Name	ESG: Administration
	Target Area	City Wide
	Goals Supported	Planning and Administration of the 2020 ESG program.
	Needs Addressed	Planning and Administration of the 2020 ESG program.
	Funding	ESG: \$11,317
	Description	Administration of the FY2020 ESG program.
	Target Date	June 30,2021
	Location Description	City Wide
	Planned Activities	Same as description.
20	Project Name	ESG: Street Outreach
	Target Area	City Wide
	Goals Supported	Support special needs programs and services
	Needs Addressed	Support special needs programs and services
	Funding	ESG: \$50,000
	Description	This program will offer outreach services to homeless populations. The program will offer resources with the goal of connecting and placing people experiencing homelessness into housing.
	Target Date	June 30,2021

	Location Description	City Wide
	Planned Activities	Same as description.
21	Project Name	ESG: Homeless Prevention
	Target Area	City Wide
	Goals Supported	Support special needs programs and services
	Needs Addressed	Support special needs programs and services
	Funding	ESG: \$44,787
	Description	The program will provide households at-risk of experiencing homelessness with housing stability services.
	Target Date	June 30,2021
	Location Description	City Wide
	Planned Activities	Same as description.
22	Project Name	ESG: Rapid Rehousing
	Target Area	City Wide
	Goals Supported	Support special needs programs and services
	Needs Addressed	Support special needs programs and services
	Funding	ESG: \$44,787
	Description	The program will provide rapid rehousing services to households experiencing homelessness, including placement into permanent housing.
	Target Date	June 30,2021
	Location Description	City Wide
	Planned Activities	Same as description.
23	Project Name	ESG CV2: Administration
	Target Area	City Wide

	Goals Supported	Planning and Administration of the 2020 ESG-CV2 program activities.
	Needs Addressed	Planning and Administration of the 2020 ESG-CV2 program activities.
	Funding	ESG CV2: \$515,774
	Description	Administration of the FY2020 ESG-CV2 program activities.
	Target Date	June 30,2021
	Location Description	City Wide
	Planned Activities	Same as description.
24	Project Name	ESG CV2: Volunteers of America
	Target Area	City Wide
	Goals Supported	Support special needs programs and services
	Needs Addressed	Support special needs programs and services
	Funding	ESG CV2: \$517,183
	Description	VOALA's street outreach, rapid re-housing and homelessness prevention programs work to address the challenge of homelessness in El Monte. Programs serve a wide range of sub-populations, including the chronically homeless, individuals, families, Veterans, persons with substance abuse dependency, those with mental illness, and the dually diagnosed. These programs directly address several key consolidated plan priorities, including providing homeless prevention, general short-term rental assistance, and supportive services for the homeless; and increasing supportive services for persons recovering from substance abuse and persons with mental illness. The proposed program services have been designed based on VOALA's experience providing outreach, rapid re-housing, and homelessness prevention services over the past year, as well as VOALA's significant experience in serving those who are homeless in El Monte through our El Monte Outreach and Access Center.
	Target Date	June 30,2021

	Location Description	City Wide
	Planned Activities	Same as description.
25	Project Name	ESG CV2: Street Outreach
	Target Area	City Wide
	Goals Supported	Support special needs programs and services
	Needs Addressed	Support special needs programs and services
	Funding	ESG CV2: \$500,000
	Description	This program will offer outreach services to homeless populations. The program will offer resources with the goal of connecting and placing people experiencing homelessness into housing. These funds will help fund a City Outreach Coordinator.
	Target Date	June 30,2021
	Location Description	City Wide
	Planned Activities	Same as description.
26	Project Name	ESG CV2: Rapid Rehousing
	Target Area	City Wide
	Goals Supported	Support special needs programs and services
	Needs Addressed	Support special needs programs and services
	Funding	ESG CV2: \$3,624,780
	Description	The program will provide rapid rehousing services to households experiencing homelessness, including placement into permanent housing.
	Target Date	June 30,2021
	Location Description	City Wide
	Planned Activities	Same as description.

AP-50 Geographic Distribution – 91.220(f)

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

El Monte will use a place-based strategy during the planning period. The geographic distribution of funding is established somewhat on the nature of the activity to be funded. It is the City's intent to fund activities in the areas affected by the needs of low-income residents and those with other special needs. The Annual Action Plan directs investment geographically to an area benefit neighborhood. The area benefit category is the most commonly used national objective for activities that benefit a residential neighborhood. An area benefit activity is one that benefits all residents in a particular area, where at least 51% of the residents are low- and moderate-income persons. Public infrastructure improvements are an area benefit activity when they are located in a predominately low-and moderate-income neighborhood.

Geographic Distribution

Target Area	Percentage of Funds
City Wide	80%
Qualified Census Tracts	20%

Table 62 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

El Monte will use a place-based strategy during the planning period. The geographic distribution of funding is established somewhat on the nature of the activity to be funded. All public service programs, including those for the homeless, and housing projects funded with CDBG, HOME, or ESG will be available citywide to eligible persons. Public facility and infrastructure improvements are generally eligible based on an area benefit, meaning the projects are located in a predominately low-and moderate-income neighborhood.

Discussion

Refer to discussion above.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	
Non-Homeless	
Special-Needs	
Total	

Table 64 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	
The Production of New Units	51
Rehab of Existing Units	5
Acquisition of Existing Units	
Total	56

Table 65 - One Year Goals for Affordable Housing by Support Type

Discussion

The City has an annual goal to provide assistance to 56 households through 4 housing projects/programs in FY 2020/21.

The City proposes to assist 5 households with housing rehabilitation assistance in the form of a loan for larger rehabilitation projects, or a grant for smaller projects. The Housing Rehabilitation Loan Program is a second mortgage loan designed to assist income eligible El Monte Homeowners improve the condition of their homes to meet the City’s health and safety code requirements. Program eligibility is based on household size and level of income. Households with income at or below 80% of Area Median Income may be eligible for a minimum loan amount of \$15,000 up to a maximum loan amount of \$80,000. The Minor Home Repair Program provides funds in the form of a grant to income eligible El Monte Homeowners to be used for a minimal level of rehabilitation projects including handicap access, energy conservation, weatherization, and emergency repairs. Program eligibility is based on household size and level of income. Households with income at or below 50% of Area Median Income may be eligible for a minimum grant amount of \$2,000 up to a maximum grant amount of \$25,000 . The City also aims to produce 51 additional units through two affordable housing development projects. A total of \$1,158,350 in HOME funds will be utilized. The City is also implementing a new Multi-Family Rehabilitation program for rental units. Finally, the City plans to use the

CHDO Set-Aside Affordable Housing Program and/or the Acquisition/Rehabilitation/New Construction Program. No site(s) have been identified at this time.

AP-60 Public Housing – 91.220(h)

Introduction

There is no public housing within the City. As such, the various sections in this Annual Action Plan are not applicable within the City.

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

Not applicable within the City.

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

Not applicable within the City.

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

Not applicable within the City.

Discussion

Not applicable within the City.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Homelessness is a critical issue for all jurisdictions throughout the San Gabriel Valley and the Los Angeles Metropolitan region. Every community has a homeless population and providing adequate housing and services is a significant challenge. The individuals who are homeless are typically affected by a complex set of unmet social, economic, and housing needs. These needs may include affordable housing, stable employment, treatment of medical conditions, childcare assistance, credit history, adequate rental assistance, and treatment of substance abuse and/or mental illness.

In March 2017, Los Angeles County voters approved Measure H, a one-quarter percent special transactions and use tax on the gross receipts of any retailer from the sale of all personal property in the incorporated and unincorporated territory of the County. Proceeds from the tax, an estimated \$355 million over the next 10 years, will fund variety of strategies to combat homelessness in the County, including funding mental health, substance abuse treatment, health care, education, job training, rental and housing subsidies, case management and services, emergency and affordable housing, transportation, outreach, prevention, and supportive services for homeless children, families, foster youth, veterans, battered women, seniors, disabled individuals, and other homeless adults, consistent with the strategies developed through the Homeless Initiative adopted by the Board, and as otherwise directed by the Board to address the causes and effects of homelessness. In an effort by the Homeless Initiative to combat and prevent homelessness, the Los Angeles County Board of Supervisors allocated funding for a City Planning Grant opportunity to support the development of city specific homeless plans.

The intention of the development of a homeless plan was to help cities identify and gain a better understanding of the needs related to homelessness within their boundaries. In October 2017, the City of El Monte received a conditional award of \$70,000 and on June 5th, 2018, the El Monte City Council adopted the El Monte Plan to Prevent and Combat Homelessness. The El Monte Plan to Prevent and Combat Homelessness was developed in a concerted effort with input from residents, businesses, service providers, elected officials, City staff, and LeSar Development Consultants.

The Plan will serve as a reference for the City's future endeavors in the homeless crisis facing our City. The City of El Monte is also coordinating with the San Gabriel Valley Council of Governments to ensure regional alignment and a shared responsibility across jurisdictions on the issue of homelessness

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

Consolidated Plan	EL MONTE	154
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In FY 2020/21, ESG funds will be used to deliver comprehensive street outreach services to **xxx** individuals/families. Outreach case managers go out in vans and on foot to places where homeless individuals are known to gather, including “hot spots” and encampments. VOALA’s Outreach Case Managers will engage homeless individuals, conduct assessments (using the VISPDAT), provide case management services, and will connect individuals to housing and supportive services to the extent to which clients are willing to engage

Addressing the emergency shelter and transitional housing needs of homeless persons

According to the Plan to Prevent and Combat Homelessness, the LAHSA Homeless Count reported a decrease in homelessness in El Monte, from 517 people in the year 2018 to 428 people in 2019. Of El Monte’s estimated 428 homeless people, 94.2 percent are unsheltered, with only 5.8 percent in shelters. More than half (53 percent) of the City’s unsheltered are living on the street and 18 percent living in makeshift shelters. The Census definition includes people staying in shelters and hotels/motels that were used as shelter. The remaining 29 percent were housed in either an emergency shelter or transitional housing.

To address the emergency shelter and transitional housing needs of homeless persons in FY 2020/21, the City will continue to proactively network of outside housing and service providers to meet the needs of its homeless population. This includes shelters and permanent supportive housing as well as outreach, prevention, and case management services through its non-profit and faith-based community partners. The city funds its homelessness housing and services programs CDBG and ESG funding. For example, in FY 2020/21, the City will continue its partnership with Volunteers of America of Los Angeles (VOALA) to implement an ESG-funded multifaceted street outreach, homeless prevention, and rapid-re-housing program with a goal to assist 100 persons total. The City also supports 376 beds/units for homeless persons including a 250-bed emergency shelter, 42 transitional housing units, 6 rapid re-housing units, 44 permanent supportive housing (The El Monte Veterans Village), and 34 units of permanent supportive housing (Community Housing Options and Independent Supportive Sites).

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

In an ongoing effort to continue to address the needs of the homeless and those at risk of homelessness, the City will focus on the development of sustainable and effective programming, including: applying for short and long-term available funding; partnerships with experienced service providers capable of leveraging other funding; the ability to create or secure affordable housing; perform homeless prevention and case management; and engage the homeless through a street outreach component in order to better connect them to available services. The City’s goal is to expand on current homeless programs and activities to assist with their successful transition toward self-sufficiency.

In FY 2020/21, the City will also have ESG-CV funds for emergency shelter and outreach, administrative costs, homelessness prevention assistance and any projects that are approved for the CARES Act funds which are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19) .

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

In addition to using ESG funding to support VOALA’s street outreach, homeless prevention, and rapid re-housing services, the City will support the CDBG-funded Fair Housing Program with the Housing Rights Center to provide a wide range of fair housing services to ensure equal housing opportunities for its residents.

Additionally, homeless individuals or families and those at-risk of homelessness have the opportunity to get connected to supportive services, treatments, public resources, and support groups through the Economic Development Department Housing Division, the El Monte Police Department, the Parks, Recreation, and Community Services Department, and faith-based community partners such as Our Savior Center, Catholic Charities, Valley Community Church, and Cavalry which provide a variety of services including emergency food and shelter, as well as health clinics. Lastly, the Los Angeles County Board of Supervisors directed County Departments, the Los Angeles Homeless Services Authority, the Community Development Commission, Regional Planning, and Military and Veterans Affairs to discuss coordination of the discharge practices among County departments and enhancement of service integration for the benefit of at-risk and homeless persons.

Through their efforts, this working group facilitated the development and implementation of discharge plans throughout the Los Angeles Continuum of Care (LA CoC). The City of El Monte will continue to support LA CoC policies which ensure that persons discharged from publicly funded institutions or systems of care are not discharged into homelessness.

Discussion

Refer to the narrative above.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

El Monte has a strong history of supporting affordable housing. The City has a number of policies intended to provide additional flexibility in housing site planning and has promoted more intense development where appropriate. The City’s Housing Sites Inventory Program

helps ensure that the City continuously monitors available sites in the area that may be appropriate for residential uses. A density floor is another tool that has been used to promote the maximum use of residential land. The density floor establishes a minimum density requirement within a given residential land-use designation. The availability of develop able acreage in upper density ranges allows for the development of certain types of housing.

The City will also continue to consider alternate forms of residential development, including various types of small-lot, single-family subdivisions; mobile home parks that allow owner-occupied spaces; senior citizen multifamily housing developments offering various degrees of care and assistance; mixed-use residential, office and commercial developments; and planned unit developments. Additionally, to encourage developers to pursue projects providing low-and moderate-income housing, California has provided regulations to govern the approval process, permitting greater density for affordable housing projects that include additional incentives to the developer.

The City will utilize this Density Bonus Ordinance to encourage developers interested in additional density or incentives to develop a portion of their market rate project as affordable to low-and moderate-income households to meet the state housing requirements.

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

To address the decline in sources of housing funds, the City will continue to advocate for and pursue federal, state, local and private funding sources for affordable housing. Additionally, as part of the City's Housing Element update, the City must assess and to the extent feasible, mitigate, its governmental constraints to housing for lower and moderate-income households and persons with disabilities. The Housing Element addresses the City's provisions for affordable housing, emergency shelters, transitional housing, and supportive housing. The following objectives in the City's 2014-2021 Housing Element Implementation Plan specifically address the variety of regulatory and financial tools used by the City to remove barriers and facilitate the provision of affordable housing:

- Continue to approve conditional use permits, zone changes, general plan amendments, variances, and density bonuses as appropriate while balancing the goal of preserving established residential neighborhoods.
- Offer financial assistance, when funding sources are available, to make feasible the construction of affordable housing projects that address the City's community development and housing goals.
- Seek opportunities to leverage housing resources with those of for-profit groups, developers, and non-profit groups in the community; work with developers to submit grant applications for infill projects for the El Monte Gateway and other projects along the

corridors.

- Work with developers to explore grant opportunities for infill projects for the El Monte Gateway and other projects along the corridors.
- Inform and encourage developers to utilize the density bonus program by promoting the program on the City’s website and at City Hall, and by offering technical assistance at City Hall.
- Continue to allow mixed/multi use housing by right along designated corridors and in the El Monte Gateway Specific Plan subject to conformance review with related development standards; retain the CUP requirement for multiple-family projects elsewhere in the City.
- Continue to monitor permit processing times and investigate ways to streamline the process. Prioritize the review of projects that include affordable housing units.
- Continue to implement the residential home loan program for single-family residences citywide and lead-based paint hazards inspections as part of the rehabilitation loan program.
- Support non-profit funding applications and conduct hearings, to assist developers in obtaining funds for preservation.
- Continue to offer specific regulatory incentives throughout the planning period; apply for funding to encourage development of units specifically for persons with developmental disabilities, when funding is available.
- Continue to monitor the inventory of sites appropriate to accommodate emergency shelters, SROs, and transitional and supportive housing and work with the appropriate organizations to ensure the needs of homeless and extremely low-income residents are met.
- Encourage the development of second units to provide lower income households an affordable housing opportunity within single-family neighborhoods. Encourage the development of housing for large households through a variety of activities such as outreach to housing developers, providing technical assistance, providing expedited processing, fee reductions, and waiving specific development standards.

Discussion:

Refer to narratives above.

AP-85 Other Actions – 91.220(k)

Introduction:

The City will utilize a number of policies intended to provide additional flexibility in housing site planning and promote more intense development where appropriate. The City’s Housing Sites Inventory Program helps ensure that the City continuously monitors available sites in the area that may be appropriate for residential uses.

A density floor is another tool that can be used to promote the maximum use of residential land. The density floor would establish a minimum density requirement within a given residential land-use designation. The availability of developable acreage in upper density ranges allows for the development of certain types of housing.

The City will also continue to consider alternate forms of residential development, including various types of small-lot, single-family subdivisions; mobile home parks that allow owner-occupied spaces; senior citizen multifamily housing developments offering various degrees of care and assistance; mixed-use residential, office and commercial developments; and planned unit developments. Additionally, to encourage developers to pursue projects providing low-and moderate-income housing, California has provided regulations to govern the approval process, permitting greater density for affordable housing projects that include additional incentives to the developer.

The City utilizes this Density Bonus Ordinance to encourage developers interested in additional density or incentives to develop a portion of their market rate project as affordable to low-and moderate-income households to meet the state housing requirements.

Actions planned to address obstacles to meeting underserved needs

The City of El Monte has identified long-range strategies, activities and funding sources to implement the goals in the areas of housing and community development services for the benefit of the residents.

- The City will continue to seek other resources and funding sources to address the biggest obstacle to meeting the community's underserved needs, which is the lack of funding and/or inadequate funding.
- The City will look for innovative and creative ways to make its delivery systems more comprehensive and will continue existing partnerships with both for-profit and not-for-profit organizations.
- The City will use HOME and CDBG funds to concentrate on both affordable rental housing, homebuyer, and homeowner rehabilitation programs.
- The City is currently addressing certain housing needs with federal funds such as availability, condition, and fair housing practices to prevent homelessness.

- The City is also addressing community development needs with federal funds such as improving public infrastructure and facilities and providing public services.
- The City is working with surrounding jurisdictions on a regional approach to meeting the underserved needs.

Actions planned to foster and maintain affordable housing

The City’s Consolidated Plan has identified the provision of decent affordable housing and the maintenance and promotion of neighborhood preservation during the 2020/21 – 2024/25 timeframe. In PY 2020/21, the City has proposed to fund various housing activities to maintain affordable housing. Under the CDBG program, the City will fund both a rehabilitation loan program for larger single-family rehabilitation projects, a minor home repair grant program for single-family homes requiring less work, and a multi-family rental rehabilitation program. The City has allocated \$350,000 to this effort with the goal of assisting as least 10 households.

Under the HOME program, the City of El Monte proposes to allocate \$658,350 in HOME funds towards the Domus (Tyler/Ramona) Affordable Housing Project, a 100% affordable housing development. The project will include 51 affordable housing units ranging from one to three bedrooms. 24 of the units will be intended for homeless students and families. The City also proposed to allocate \$500,000 for the LINC Housing Development project (Ramona Housing).

Finally, nearly \$429,000 is available for the projects and activities carried out by an eligible CHDO. While no sites have been selected for development at this point, the City has been in discussions with local developers to conceptualize affordable housing ideas.

Actions planned to reduce lead-based paint hazards

As a means of better protecting children and families against lead poisoning, in 1999 HUD instituted revised lead-based paint regulations focused around the following five activities:

- Notification
- Lead Hazard Evaluation
- Lead Hazard Reduction
- Ongoing Maintenance

Response to Children with Environmental Intervention Blood Lead Level, The City has implemented HUD Lead Based Paint Regulations (Title X), which requires federally funded rehabilitation projects to address lead hazards. Lead poisoning education and abatement efforts in El Monte are provided through the cooperative efforts of the Los Angeles County Public Health Department. Lead-based paint abatement is part of the City’s Housing Rehabilitation Program, Homeowner’s Assistance Program, and the Acquisition/Rehabilitation/New Construction of Affordable Rental Housing Program. Units within rental housing projects selected for rehabilitation are tested if not statutorily exempt.

Elimination or encapsulation remedies are implemented if lead is detected and is paid for by either the developer of the project, or with CDBG or HOME funds, as appropriate.

Actions planned to reduce the number of poverty-level families

El Monte’s anti-poverty strategy is closely aligned with the goals and objectives of the overall affordable housing plan. These goals include: reducing poverty, creating new and affordable housing, developing and promoting services for at-risk populations, expanding job training, and providing public and social services. Based on the Consolidated Plan’s Needs Assessment and available resources for program year 2020/21, the City will allocate available resources (CDBG, HOME, and ESG) to support public service programs for the benefit of low-to moderate-income residents. The City will also expand and create new partnerships with service providers and community-based organizations to provide community enrichment programming, affordable housing, case management services, and the development of life skills and self-sufficiency. These actions will be achieved by:

- Creating new affordable housing by leveraging limited funding resources with private, federal, and state governmental subsidies and grants.
- Allocating a maximum of 15 percent of CDBG entitlement funds for public services to lower income households.
- Supporting homeless outreach via the City’s contract with Volunteers of America of Los Angeles (VOALA).

The City will also continue partnering with organizations to provide a continuum of services addressing the full range of needs of low-and moderate-income families. All communities share a goal to eradicate poverty. The City recognizes that a goal to reduce poverty will contribute to the economic wellbeing of individuals and families. The families whose income increases above the poverty level will be able to live independent of public and private assistance. The City will fully comply with Section 3 of the Housing and Community Development Act, which helps foster local economic development and individual self-sufficiency. This set of regulations require that to the greatest extent feasible, the City will provide job training, employment, and contracting opportunities for low or very low-income residents in connection with housing and public construction project

Actions planned to develop institutional structure

As the recipient of CDBG and HOME funds, the City has delegated the Economic Development Department/Housing Division to be the lead department responsible for the overall administration of HUD grants. In that regard, the Division will prepare the Consolidated Plan and Analysis of Impediments to Fair Housing Choice every five years, draft the Annual Action Plan and CAPER, as well as all other reports required by federal rules and regulations.

The City will work with non-profit agencies, for-profit developers, advocacy groups, clubs, and organizations, neighborhood leadership groups, City departments and with the private sector to

implement the City’s five-year strategy to address the priority needs outlined in the Consolidated Plan for Fiscal Years 2020/2021 –2024/2025.Engaging the community and stakeholders in the delivery of services and programs for the benefit of low to moderate residents will be vital in overcoming gaps in service delivery. The City will also utilize public notices, Community Workshops and Meetings (as appropriate), the City’s website, and other forms of media to deliver information on carrying out the Consolidated Plan strategies.

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

The City’s Economic Development Department maintains primary management and coordination of the various organizations involved in these processes. The staff within the Department works closely with other City departments and the community to develop programs and activities that improve low-and moderate-income neighborhoods throughout El Monte. The administration of program activities includes housing, public facility and infrastructure improvements, public and social service activities, and economic development activities. The City collaborates with public agencies, for-profit agencies, and non-profit organizations in order to provide the aforementioned programming and services.

Discussion:

Program Specific Requirements

AP-90 Program Specific Requirements – 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.

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	\$554,280
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.	\$120,013
5. The amount of income from float-funded activities	0
Total Program Income	\$674,293

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.	70%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City does not receive any atypical loans, grant instruments, nonconforming loan guarantees, or other forms of investments.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The City has general recapture and resale provisions in its HOME program guidelines which apply

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only to CHDOs. The City will impose HOME recapture provisions on any property sold by a CHDO to a homebuyer when the City provides a direct subsidy for down payment and or closing costs to the homebuyer.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

In instances where the homebuyer's home is sold to a qualified low-income buyer at an affordable price, the HOME loan balance shall be transferred to the subsequent qualified buyer and the affordability period shall remain in force. The resale provisions shall remain in force from that date the legal documents are executed at loan closing until the expiration of the affordability period.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City has no current plans to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds.

Emergency Solutions Grant (ESG)

Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

The City has adopted the Los Angeles Homeless Services Authority's (LAHSA's) Written Standards for providing ESG Assistance. Please see attached document for details.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The City of El Monte is an active participant of the Los Angeles Continuum of Care (LACoC). The LACoC Homeless Management Information System (HMIS) has designed a system that would not only satisfy the HUD mandate, but would also provide the Los Angeles Continuum with a means to measure the effectiveness of programs serving homeless people. The system allows participating agencies to collect and input standardized client-level and demographic data into the system. Services and target achievements are entered to capture client-level activities depending on the agency, program, or program type. The data is compiled into reports that allow us to understand the demographic, geographic, or cultural scope of homelessness and the needs.

Subrecipients receiving El Monte Emergency Solutions Grant (ESG) funds are required to utilize LACoC's HMIS system to track their clientele and report its accomplishments to the

City. This requirement is incorporated into the ESG agreement with the subrecipient.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

Please see attached policies and procedures.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

To provide reasonable access to the funding consideration process, the City releases a Notice of Funding Availability (NOFA) to solicit proposals from interested organizations (including community and faith based organizations) that provide programs and services to homeless, extremely low, low and moderate-income citizens. The NOFA process includes the release of an application as well instructions for applying for CDBG, HOME or ESG funds.

The application review process has three phases. In the first phase, all applications are reviewed by the Housing Division staff for completeness and eligibility under the Federal program guidelines. In the second phase, eligible programs and projects are then reviewed according to their contribution to the goals and objectives of the City's approved Consolidated Plan. Preference is given if an application/program has the ability to help the City meet federal program objectives and local priorities. Organizational capacity, experience, and past performance are also considered. Based on this review, Housing Division staff prepares general funding recommendations that are forwarded to the Grants Review Committee (GRC). The GRC considers all eligible applications and prepares funding recommendations for the City Council.

For the final phase of this process, a public hearing before City Council will be held to consider the Draft Annual Action Plan. The Draft Action Plan includes the funding recommendations made by the GRC. The action of the City Council adopts the Annual Action Plan, which acts as the CDBG, HOME and ESG program annual budget. Upon completion of this process, the City forwards the adopted Annual Action Plan to the U.S. Department of Housing and Urban Development for approval.

5. Describe performance standards for evaluating ESG.

As an active member of the LACoC, the City of El Monte consults with LAHSA to ensure the City short and long term homeless service plans are consistent with the LACoC Ten Year Plan for Ending Homelessness. Additionally, the City requires that its ESG subrecipients meet the homeless participation requirements in 24 CFR 576.405(a) by providing evidence that a homeless or formerly homeless individual is a member of its Board of Directors or are consulted in the development of programs services. Please see attached document for additional details.

Grantee Unique Appendices

CHAPTER 1.13 EMERGENCY SOLUTIONS GRANT PROGRAM

**1.13.1..... G
GENERAL OVERVIEW**

The City receives Emergency Solution Grant (ESG) funds from the U.S. Department of Housing and Urban Development (HUD) on an annual basis. HUD allocates ESG funds based on the formula used for the Community Development Block Grant (CDBG) program. The purpose of the ESG program is to assist individuals and families quickly regain stability in permanent housing after experiencing a housing crisis or homelessness. Each year, through the Consolidated Planning process, the City receives ESG funds from HUD and makes these funds available to eligible subrecipients, which can be either local government agencies or private nonprofit organizations. Once identified, eligible activities to be carried out are outlined in the City’s annual Action Plan, in accordance with the City’s Consolidated Plan, and subject to the Citizen Participation requirements. Annual accomplishments of ESG eligible activities carried out each year are reported in the City’s Consolidated Annual Performance Evaluation Report (CAPER).

1.13.2 BACKGROUND INFORMATION AND IMPLEMENTING REGULATIONS

The Emergency Solutions Grant Program began as the Emergency Shelter Grant Program, which was authorized under Subtitle B of title IV of the McKinney-Vento Homeless Assistance Act of 1987 (42 U.S.C. 11371et seq.). The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), enacted into law on May 20, 2009, consolidated three of the separate homeless assistance programs

administered by HUD under the McKinney-Vento Homeless Assistance Act into a single grant program, and revises the Emergency Shelter Grants program and renames it as the Emergency Solutions Grants (ESG) program. The HEARTH Act also codifies into law the Continuum of Care planning process, a longstanding part of HUD's application process to assist homeless persons by providing greater coordination in responding to their needs.

HUD published an interim rule in the Federal Register on December 5, 2011, which revised the regulations for the Emergency Shelter Grants program by establishing the regulations for the Emergency Solutions Grants program, which replaced the Emergency Shelter Grants program. The change in the program's name, from Emergency Shelter Grants to Emergency Solutions Grants, reflects the change in the program's focus from addressing the needs of homeless people in emergency or transitional shelters to assisting people to quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. HUD also published the final rule on the definition of homelessness in the Federal Register on December 5, 2011, which integrates the regulation for the definition of "homeless".

To clarify certain requirements of the interim rule for the Emergency Solutions Grants program and Consolidated Plan conforming amendments (Interim Rule), HUD issued the Notice of the FY 2011 Substantial Amendment Process and Other Related Information for Recipients of Emergency Solutions Grants Program Funds. This Notice, published in the Federal Register on January 27, 2011, advised the public of the award amounts and spending restrictions on the second allocation of FY 2011 Emergency Solutions Grants funding. To receive funds from the second allocation, recipients must prepare a substantial amendment to their Program Year 2011 Consolidated Annual Action Plan. The Notice explains the requirements of this substantial amendment, while highlighting relevant changes under the Interim Rule and providing guidance on critical decisions to be made during the planning process.

1.13.3 ELIGIBLE ACTIVITIES

ESG funds are available for five program components: street outreach, emergency shelter, homelessness prevention, rapid re-housing assistance, and data collection through the Homeless Management Information System (HMIS). Below is a summary of eligible activities:

A. Street Outreach

Funds may cover costs related to essential services for unsheltered persons (including emergency health or mental health care, engagement, case management, and services for special populations).

B. Emergency Shelters

Funds may be used for renovation of emergency shelter facilities and the operation of those facilities, as well as services for the residents (including case management, child care, education, employment assistance and job training, legal, mental health, substance abuse treatment, transportation, and services for special populations).

C. Homelessness Prevention and Rapid Re-Housing

Both components fund housing relocation and stabilization services (including rental application fees, security deposits, utility deposits or payments, last month's rent and housing search and placement activities). Funds may also be used for short- or medium-term rental assistance for those who are at-risk of becoming homeless or transitioning to stable housing.

D. Homeless Management Information System (HMIS)

Funds may be used to pay the costs for contributing data to the HMIS designated by the Continuum of Care for the area. Eligible activities include (computer hardware, software, or equipment, technical support, office space, salaries of operators, staff training costs, and participation fees).

E. Administration

Administration funds are capped of 7.5 percent of the annual allocation and can be used to administer the ESG program, implement eligible activities, monitor subrecipients, and fulfill reporting requirements.

1.13.4 PROCESS FOR MAKING SUB AWARDS

The City grants ESG funds to the Los Angeles Homeless Services Authority (LAHSA), the Los Angeles County Continuum of Care. LAHSA's process for making sub-awards is as follows:

Program funding is distributed through a competitive bid process. In response to Request for Proposals (RFPs) released by LAHSA, agencies may submit an application for funding to operate the specified program(s). Awards are made based upon the review and scoring criteria stated in the RFP. The LAHSA Board of Commissioners approves funding awards, after which annual contracts are negotiated with the successful bidders. LAHSA will obtain the required approval of the City of El Monte prior to finalizing contracts with contractors with City ESG funds. The majority of RFP's for LAHSA programs are released on a three-year cycle.

RFP's issued by LAHSA will include LAHSA's expectations, in as detailed a manner as possible, including expertise and experience requirements. In addition, description of the bid process, which includes timelines, deadlines, and how LAHSA will interact and communicate with potential bidders, deliverables required, will be included in the RFP.

Exceptions to this are instances of sole source contractors and where the legislative body authorizing and providing funding designates a provider of services or supplies. Exceptions may occur if the award of a contract through the RFP process is not feasible or practical in the judgment of the LAHSA Executive Director, and is supported by written documentation for the rationale for such judgment.

1.13.5 HOMELESS PARTICIPATION REQUIREMENT

Under § 576.405(a) of the Interim Rule, each recipient that is not a state must provide for the participation of not less than one homeless individual or formerly homeless individual on the board of directors or other equivalent policymaking entity of the recipient, to the extent that the entity considers and makes policies and decisions regarding any facilities, services, or other assistance that receive ESG funding. This requirement remains the same as it was in the prior ESG regulations. However, because all ESG recipients are governments, the policymaking entities for most, if not all, ESG recipients can only consist of elected officials. Before the Interim Rule, these recipients could request a waiver of the participation requirement, if they agreed to consult with homeless or formerly homeless individuals in considering and making policies and decisions regarding ESG-funded facilities, services, or other assistance. Now, under § 576.405(b) of the Interim Rule, recipients unable to meet the participation requirement are not required to apply for a waiver. Instead, they must develop and implement a plan (as part of their Annual Action Plan) to consult with homeless or formerly homeless individuals in considering and making policies and decisions regarding any ESG-funded facilities, services, or other assistance. Therefore, for those recipients that cannot meet the participation requirement in § 576.405(a), the substantial amendment must include a plan that meets the requirements under § 576.405(b).

The City satisfies this requirement by awarding its ESG funds to LAHSA. LAHSA's Board of Commissioners is appointed in accordance with the makeup requirements of the Joint Powers Authority. The Los Angeles Continuum of Care (CoC), for which LAHSA is the lead agency, has convened a coordinating council made up of community leaders representing each of the eight Service Planning Areas throughout the CoC. This body is instrumental in making decisions regarding CoC priorities and in providing final recommendations to the LAHSA Board of Commissioners for new CoC awards. The current makeup of this coordinating council includes a formerly homeless individual. Additionally, homeless and formerly homeless individuals and families participate in the public monthly Policy and Planning Committee meeting, the Programs and Evaluations Committee meeting and the full Commission meeting.

1.13.6 WRITTEN STANDARDS FOR PROVIDING ESG ASSISTANCE

The City has adopted the Los Angeles Homeless Services Authority's (LAHSA's) Written Standards for providing ESG Assistance (below).

- A. Standard policies and procedures for evaluating individuals' and families eligibility for assistance under emergency solutions grant (ESG).

LAHSA is developing a common screening tool to provide "right-sized" intervention to each household; with a common set of "standards" for process flow, eligible populations and expected performance outcomes. County-funded Family Connections sites (as described above) will have an MSW and housing location/stabilization expert who will ensure "right-sized" intervention, whether diversion or entry into shelter system followed by rapid re-housing using a common set of "standards" for process flow, eligible populations and expected performance outcomes.

- B. Policies and procedures for coordination among emergency shelter providers, essential service providers, homeless prevention and rapid rehousing assistance providers, other homeless assistance providers, and mainstream service and housing providers.

As outlined above, the family system of care will utilize the Family Transition Program (FTP)'s. Services funding will be coordinated with new County-funded Family Connections sites. The program will launch in September 2012. FTP was implemented as a way to jumpstart coordination of services for homeless and/or at-risk families. ESG funds will also be used to build diversion and rapid rehousing activities into the existing FTP and/or new Family Connections sites; and the LA County 211 phone system will screen callers for basic eligibility for diversion, rapid rehousing, shelter or transitional housing and refer to FTP site and/or Family Connections sites (some FTP sites may also become Family Connections sites).

- C. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid rehousing assistance.

Households that contact 211 or one of the six FTP sites seeking shelter entry may qualify for rapid rehousing under the Coordinated Family Crisis Response System. Eligible households must be literally homeless at the time of contacting the program and living in shelter or in a place not meant for human habitation will receive rapid rehousing services. Prevention/Diversion households may receive

support to maintain their current housing if that situation is safe and sustainable. It is anticipated that in many cases these diversion households will need services similar to those receiving rapid rehousing, including housing placement and move-in assistance.

- D. Standards for determining the share of rent and utilities costs that each program recipient must pay, if any, while receiving homelessness prevention or rapid rehousing assistance.

The Coordinated Family Crisis Response System's assistance is based on providing "the least amount of assistance for the least amount of time" while providing enough initial support to ensure families are able to maintain their housing. Families placed into housing may receive security deposit, move-in assistance and short term rental assistance (household must contribute at least half of the monthly rent).

- E. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time.

The Coordinated Family Crisis Response System is designed on a "progressive engagement" model, intended to provide as little support as needed to divert or rehouse households quickly and reserve resources as much as possible for other households, while allowing for increased assistance if needed.

- F. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide a program participant, including limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant receives assistance; or the maximum number of times the program participant may receive assistance.

Progressive engagement of clients will begin with short intervention and tailor if client requires a longer intervention. Security deposit will begin with 1-3 months rental assistance. Initially, Coordinated Family Crisis Response System will provide rental assistance only to families. Families receiving rental assistance must contribute at least 50% of rent. Clients will be reassessed at 3 months. Family Connections' case managers/housing stabilization experts will provide services to those who need longer-term assistance.

ESG activities will leverage case management/housing stabilization funding and services through County-funded Family Connections sites. Family Connections sites will work with/train Emergency Shelters and Transitional Housing programs in the

region to educate them on rapid rehousing, help reduce lengths of stay and target the appropriate populations; site staff will work closely with other County-funded housing and services programs (each site will have a joint MOU with other programs in the region that provide housing and services).

1.13.7 CENTRALIZED COORDINATED ASSESSMENT SYSTEM

LAHSA is in the process of establishing a Coordinated Family Crisis Response System which will build on lessons learned through HPRP as well as the Family Transitions Program (FTP), which was implemented Countywide and allowed for streamlined entry of homeless families from motels into emergency shelter, transitional housing and permanent housing. The ESG funded program will provide coordinated, standardized services to families at the FTP sites (six sites throughout the County). Services funding will be coordinated with new County-funded Family Connections sites. The program will launch in September 2012. The LA County 211 phone system will screen callers for basic eligibility for coordinated services and, if eligible, schedule an assessment appointment at the most appropriate site. Families may also walk into a site and receive referrals and assessment.

At each site, pre-screened families will receive a standardized assessment and then receive tailored services in tandem with a progressive case management approach – meaning that those that are at the shelter door, seeking shelter will receive diversion assistance back to family and friend, if deemed appropriate. This way, only families with no alternative place to stay will be prioritized for entry into shelter and transitional housing. ESG activities will include assessment of clients, assigning the most appropriate services and/or services intervention, housing search and stabilization services. For those clients already in the homeless system, ESG will fund rapid rehousing activities with the goal of reducing length of stay in shelter and transitional housing and providing housing retention services to clients once they are placed in permanent housing. All the activities at the sites will be monitored by a program coordinator who will ensure standardized assessment and coordinated services.

ESG will also fund security deposits and short-term and/or medium term rental assistance to eligible families. There will be a separate competitively selected contractor to which the sites will refer requests for security deposits and rental assistance. The financial contractor will also receive direct referrals for security deposits from agencies on contract with the County Housing Authority to serve clients with Homeless Section 8 vouchers as well as agencies that are providing services to veterans and their families with Veterans Administration Supportive Housing (VASH) vouchers.

1.13.8 PERFORMANCE STANDARDS FOR EVALUATING ESG ACTIVITIES

HUD requires the City to develop performance standards that provide a measure to evaluate each ESG subrecipient’s effectiveness, such as how well the service provider succeeded at (1) targeting those who need the assistance most; (2) reducing the number of people living on the streets or emergency shelters; (3) shortening the time people spend homeless; and (4) reducing each program participant’s housing barriers or housing stability risks.

The performance standards LAHSA utilizes to evaluate all of the programs it funds are based on a mix of federal sources and regulations, national best practices, and continuum priorities. These standards are developed by LAHSA staff, with feedback from local service providers, and are presented to the LAHSA Commission for approval and adoption annually. LAHSA has focused on building more flexibility into its current set of performance standards by prioritizing 10 percent performance improvements at the program level, rather than strict continuum goal achievement.

The following table summarizes the LAHSA performance standards that apply to ESG activities and the programs that will be evaluated by them:

Performance Standard	Applies to
Placement of those served into Emergency Shelters, Transitional Housing, Safe Havens, or Permanent Housing. Continuum goal: 65%.	Access Centers Drop-In Centers Street Outreach
Connection of those with physical disabilities, developmental disabilities, chronic health issues, HIV/AIDS, mental health issues, and/or substance abuse issues to services that address those conditions. Continuum goal: 35%	Access Centers Drop-In Centers Street Outreach
Tracking of the length of time from a full needs assessment to housing placement.	Access Centers Drop-In Centers Street Outreach
Bed / unit utilization rates. Continuum goal: 95%	Emergency Shelters
Placement of those exited into Permanent Housing. Continuum goal: 65%	Emergency Shelters
Maintaining or Increasing income from mainstream benefits or employment. Continuum goal: 20%	Emergency Shelters
Reduction in the average length of stay of all those served. Continuum goal: 10%	Emergency Shelters

Complete and accurate HMIS data entered by providers. Continuum goal: 90%	All programs
Tracking movement between programs of the same type.	All programs
Tracking the rate at which clients leave a program due to non-compliance.	All programs

Appendix - Alternate/Local Data Sources