



**CITY OF MILPITAS**

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**DRAFT CONSOLIDATED ANNUAL  
PERFORMANCE AND EVALUATION  
REPORT (CAPER)**

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**2023-2024**

**City of Milpitas**  
**Consolidated Annual Performance and Evaluation Report (CAPER) FY 2023-2024**

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## CR-05 - Goals and Outcomes

**Progress the jurisdiction has made in carrying out its strategic plan and its action plan.**

**91.520(a)**

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

Below is a description of the progress the City of Milpitas has made in achieving the goals outlined in the Fiscal Year 2023-2024 Annual Action Plan. The City achieved many of its annual goals in its third and final year of the three-year Consolidated Plan (2022-2025). The following goals are the basis for the activities approved and funded in the Fiscal Year 2023-2024 Annual Action Plan:

- Maintain and Preserve Existing Housing
- New Affordable Housing
- Affordable Housing Rental Rehabilitation
- Community Funding/Public Services
- Public services for low- and moderate-income residents at risk of eviction
- Fair Housing
- Public Services for Children and Youth
- Public Services for Seniors
- Public services for Domestic Violence Support
- Public Improvements including accessibility and improving public facilities
- Assist Microenterprises and Small Businesses
- Explore the use of HUD Section 108 Loan Guarantee Program

Below highlight the funded organizations' accomplishments:

- **Catholic Charities' Long Term Care Ombudsman Program** advocates for the rights of seniors and disabled residents in long-term care facilities and made unduplicated visits to 14 Milpitas residents in long-term care.
- **Child Advocates of Silicon Valley** is the only agency in the County that provides court-appointed volunteers (CASA) to each foster child. Child Advocates of Silicon Valley served and connected 3 Milpitas foster youth and children to CASAs.
- **FORWARD** successfully administered the Milpitas Microenterprise Grant Program. A total of 25 grants (\$2K each) were distributed to income-eligible Milpitas microenterprises.
- **India Community Center** provided well-being activity services to 100 seniors at the center.
- **LifeMoves** is working on its capital project to rehabilitate the women's restroom at the Julian Street Inn. A total of 24 Milpitas residents were assisted by LifeMoves.
- **LifeMoves** completed its capital project to rehabilitate the men's restroom at the Julian Street Inn. A total of 29 Milpitas residents were assisted by LifeMoves.

- **Lighthouse of Hope Counseling Center** provides counseling, psychological support, and education to the Milpitas community. Lighthouse of Hope served 5 Milpitas residents.
- **Next Door Solutions to Domestic Violence** provided 51 residents with supportive services and emergency shelter for victims of domestic violence.
- **Project Sentinel** handled 10 fair housing cases.
- **Pragnya** supported 160 children, youth, and adults from the special needs community by creating social-emotional connections and preventing further isolation by hosting various activities and programs.
- **Rebuilding Together Silicon Valley** preserves affordable housing by providing safety, energy efficiency, accessibility repairs, and improvements to qualified low-income homeowners. Rebuilding Together made housing repairs for 17 Milpitas households.
- **Senior Adults Legal Assistance** provided free legal services to 45 Milpitas seniors.
- **Silicon Valley Independent Living Center** provided housing services for persons with disabilities to 46 individuals.
- **Terrace Gardens- Roof Repair** for 20% "Community Building," and 100% "G" buildings was completed. A total of 148 senior affordable units benefitted.
- **Terrace Gardens- Wood Trellis** met its goal of rehabilitating the wood trellis. A total of 148 senior affordable units benefitted.
- **The Health Trust's Meals on Wheels Program** served 8 unduplicated seniors with a total of 1,443 meals.
- **YWCA Silicon Valley** provided supportive services and emergency shelter to 32 victims of domestic violence.

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

DRAFT

| Goal  | Category   | Source / Amount | Indicator                       | Unit of Measure        | Expected – Strategic Plan | Actual – Strategic Plan | Percent Complete | Expected – Program Year | Actual – Program Year | Percent Complete |
|---|--|-----------------|---------------------------------|------------------------|---------------------------|-------------------------|------------------|-------------------------|-----------------------|------------------|
| <b>Maintain and Preserve Existing Housing</b>                                     | Affordable Housing Non-Homeless Special Needs                | \$1,294,882.86  | Homeowner Housing Rehabilitated | Household housing unit | 150                       | 68                      | 45%              | 12                      | 17                    | 140%             |
| <b>New Affordable Housing</b>   | Affordable Housing   | \$50,000        | Rental units constructed        | Units Constructed      | 50                        | n/a                     | n/a              | n/a                     | n/a                   | n/a              |
| <b>Affordable Housing Rental Rehabilitation</b>                                   | Non-housing community development                            | \$100,000       | Rental units rehabilitated      | Units rehabilitated    | 148                       | 565                     | 100%             | 148                     | 296                   | 200%             |
| <b>Community Funding/Public Services</b>  | Homeless Non-Homeless Special Needs                          | \$150,000       | Number of persons assisted      | Persons assisted       | 500                       | 616                     | 120%             | 139                     | 211                   | 150%             |
| <b>Public services for low- and moderate-income residents at risk of eviction</b> | Non-homeless special needs Homeless                          | \$50,000        | Homelessness Prevention         | Persons assisted       | n/a                       | 20                      | n/a              | n/a                     | n/a                   | n/a              |
| <b>Fair Housing</b>   | Affordable Housing Non-homeless special needs                | \$150,000       | Number of persons assisted      | Persons assisted       | 60                        | 44                      | 73%              | 20                      | 10                    | 50%              |
| <b>Public Services for Children and Youth</b>                                     | Non-homeless special needs Non-housing community development | \$45,000        | Number of persons assisted      | Persons assisted       | 50                        | 19                      | 38%              | 4                       | 3                     | 75%              |

|  |   |           |   |                         |      |      |      |     |     |      |
|--|---|-----------|---|-------------------------|------|------|------|-----|-----|------|
| <b>Public Services for Seniors</b>   | Non-homeless special needs<br>Non-housing community development     | \$210,000 | Number of persons assisted  | Persons assisted        | 1250 | 1290 | 103% | 126 | 167 | 132% |
| <b>Public services for Domestic Violence Support</b>                               | Non-homeless special needs  | \$75,000  | Number of persons assisted  | Persons assisted        | 80   | 200  | 260% | 80  | 83  | 103% |
| <b>Public Improvements including accessibility and improving public facilities</b> | Non-housing community development                                   | \$450,000 | Number of persons assisted with improved access to a facility or infrastructure benefit | Persons assisted        | 1000 | 80   | 7%   | 200 | 53  | 27%  |
| <b>Assist Microenterprises and Small Businesses</b>                                | Non-housing community development                                   | \$50,000  | Businesses assisted   | New Businesses assisted | 50   | 25   | 50%  | 25  | 25  | 100% |
| <b>Explore the use of HUD Section 108 Loan Guarantee Program</b>                   | Affordable Housing<br>Homeless<br>Non-housing community development | n/a       | n/a   | n/a                     | n/a  | n/a  | n/a  | n/a | n/a | n/a  |

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

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

This Consolidated Annual Performance Evaluation Report (CAPER) corresponds with the last and final Annual Action Plan year covered by the City's 2022-2025 Consolidated Plan which was adopted by Milpitas City Council on June 14, 2022.

The CAPER provides a snapshot of how the City will utilize its CDBG allocation to meet the needs of the City's low- and moderate-income individuals and the most vulnerable populations. The following priorities were considered to meet the housing and community development needs in Milpitas:

- Maintain and Preserve Existing Housing
- New Affordable Housing
- Affordable Housing Rental Rehabilitation
- Community Funding/Public Services
- Public services for low- and moderate-income residents at risk of eviction
- Fair Housing
- Public Services for Children and Youth
- Public Services for Seniors
- Public Services for Domestic Violence support
- Public Improvements including accessibility and improving public facilities
- Assist Microenterprises and Small Businesses
- Explore the use of HUD Section 108 Loan Guarantee Program

The City was able to achieve most of its goals outlined in the 2023-2024 Annual Action Plan (AAP) through the CDBG formula funding.

The City allocated a total of \$794,982 for Program Year 2023. The breakdown of funding allocation is as follows:

CDBG Formula Funds for Program Year 2023: **\$647,982**

CDBG Prior Year Unused Formula: **\$150,000**

In total, 865 persons were assisted in Program Year 2023. Out of the 865 Milpitas residents served, 167 were seniors, which makes up 19% of the population served; 211 were low-and-moderate income community members, which makes up 24% of the population served; and 83 were survivors of domestic violence, which makes up 10% of the population served.

A top priority for the City is to Maintain and Preserve Existing Housing. Through our partnership with Rebuilding Together Silicon Valley, a total of 17 homeowners received assistance with emergency home repairs and safety modifications.

A high emphasis on providing public services for the Milpitas senior population resonates City-Wide. Four public service allocations totaling \$37,000 were approved benefiting seniors who are aging in place with long-term care, hot meals, well-being activities, and legal assistance. Additionally, Terrace Gardens, a 100% affordable senior housing development was allocated \$131,188.30 in CDBG funding for necessary capital improvements to the property, primarily the rehabilitation of the community wood trellis and roof repair.

The City allocated \$23,127.30 for public service activities to benefit victims of domestic violence, \$11,000 in public services for children and youth, and \$59,104 to Project Sentinel to provide Fair Housing counseling to at-risk tenants in Milpitas.

One of the many hardships small business owners in Milpitas faced after the pandemic was keeping their doors open for business. A total of \$55,000 was allocated to reinvigorate the operations of microenterprises in Milpitas. Through our partnership with FORWARD, 25 grants were provided to small businesses that fall within the LMI income limits.

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

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

91.520(a)

|   | CDBG |
|---|------|
| White                                       | 210  |
| Black or African American                   | 38   |
| Asian                                       | 421  |
| American Indian or American Native          | 7    |
| Native Hawaiian or Other Pacific Islander   | 11   |
| American Indian/Alaskan Native & White      | 1    |
| Asian & White                               | 0    |
| Black/African American & White              | 18   |
| A. Indian/Alaskan Native & Black/African A. | 40   |
| Other Multi-Racial                          | 119  |
| <b>Total</b>                                |      |
| Hispanic                                    | 61   |
| Not Hispanic                                | 804  |

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

### Narrative

Table 2 depicts the accurate racial and ethnic categories of individuals served in Program Year 2023 using the CDBG formula funds.

The City's CDBG program served 865 individuals in Program Year 2023. Of those individuals, approximately 24% were White; 4% were Black or African American; 49% were Asian; 9% were either American Indian/American Native, Native Hawaiian/Pacific Islander, American Indian/Alaskan Native & White, Asian, and White, Black/African American and White. 14% of individuals reported as "Other Multi-Racial." Of the 865 individuals served, approximately 7% were Hispanic.

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

### Identify the resources made available

| Source of Funds | Source | Resources Made Available | Amount Expended During Program Year |
|-----------------|--------|--------------------------|-------------------------------------|
| CDBG            | CDBG   | \$797,982.00             | \$679,152.65                        |
| HOME            | HOME   |                          |                                     |
| HOPWA           | HOPWA  |                          |                                     |
| ESG             | ESG    |                          |                                     |
| Other           | Other  |                          |                                     |

Table 3 - Resources Made Available

### Narrative

The attached PR26 Program Year 2023 report shows total expenditures of \$679,152.65 in CDBG funds. Funds returned to the line of credit are in the amount of \$16,199.55. \$16,199.55 was a repayment to activity 565 Filipino American Chamber of Commerce. The line of credit funds will be reallocated in Program Year 2024. The remainder (\$4,109.94) is an interest payment that does not belong in the line of credit and needs to be transferred to the U.S. Treasury. HUD's Fort Worth office will adjust this amount. They will reverse the funds on the grant a remit them to the Treasury.

The attached PR 26 CDBG-CV Financial Summary Report shows total program expenditures of \$965,147.00. \$15,000.00 was a repayment to activity 545 Filipino American Chamber of Commerce. The remaining amount of CV funds will be reallocated in Program Year 2025.

### Identify the geographic distribution and location of investments

| Target Area      | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description |
|------------------|----------------------------------|---------------------------------|-----------------------|
| City of Milpitas | 100%                             | 100%                            |                       |

Table 4 – Identify the geographic distribution and location of investments

### Narrative

The City of Milpitas has not established specific geographic target areas. The City attempts to provide resources to serve low- to moderate-income persons, citywide.

## **Leveraging**

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

The City anticipates CDBG funds to remain constant at about the \$600,000 per year level. In conjunction with this federal program, the City will receive additional funding in the form of program income – payments paid into a revolving loan fund.

In September 2021, the City Council approved the use of \$1,100,000 in the American Rescue Plan Act (ARPA) dollars to expand its rent relief program to include mortgage relief for moderate-income residents. Of the \$1,100,000 appropriated, \$150,000 will be used to partially fund a 3-year limited term Administrative Analyst. The remaining \$950,000 will cover the cost of program administration (\$85,500). Per City Council's direction, the remaining balance will be distributed with 75% (\$648,375) for rent relief and 25% (\$216,125) for mortgage relief. On April 16, 2024, Milpitas City Council approved the transfer of all mortgage relief funds to the rent relief program funds as the mortgage relief funds had remain unused. The existing rent relief program has helped over 250 Milpitas households through emergency hardship relief, eviction prevention, domestic violence relocation, child and family homelessness relief, and Section 8 good faith deposits.

Since March 2021, the City of Milpitas has contracted with WeHOPE's Dignity on Wheels program. Dignity on Wheels provides a mobile trailer with a shower, laundry, restroom, and on-site case management. The case manager helps connect clients to resources and services such as identification document needs and identification renewal support. At each session, WeHOPE provides supplies that include towels, laundry pods, hair and body wash, hygiene kits, and occasional clothing donations. Prior to July 2023, the City allocated \$96,552 of non-CDBG funding to WeHOPE's Dignity on Wheels Program which has serviced over 1000 individuals. In June 2023, the City allocated another \$150,000, extending the project for three years.

The City of Milpitas has also allocated \$200,000 to partner with the organization WeHOPE to provide homeless outreach, engagement, and street-based case management services with the goal of connecting unhoused residents of the City of Milpitas to housing and other resources. WeHOPE case managers' support the City's homeless outreach efforts in the community and are regularly on-site at the Dignity on Wheels service location to conduct assessments and further connect clients with a countywide network of services.

In 2017, Governor Brown signed a 15-bill housing package aimed at addressing the state's housing shortage and high housing costs. This included Senate Bill 2 Building Homes and Jobs Act (SB-2), which created a recording fee on real estate documents to increase the supply of affordable homes in California. SB-2 established that 70% of the revenue collected, beginning in the calendar year 2019, will go to locally administered affordable housing, otherwise known as Permanent Local Housing Allocation (PLHA). The funding will help cities and counties increase

the supply of housing for households at or below 60% of AMI; increase assistance to affordable owner-occupied workforce housing; assist persons experiencing or at risk of homelessness; facilitate housing affordability, particularly for lower-and moderate-income households; promote projects and programs to meet the local government's unmet share of regional housing needs allocation; and ensure geographic equity in the distribution of the funds. With the funds from the PLHA, the City plans to provide homeless outreach and WHRAP funding. Of the City's estimated entitlement of \$1,017,554, the City was approved to designate 5% to program administration. The remaining balance will be split with 20% for homelessness outreach assessment funding and 80% for a Workforce Housing Rental Assistance Program (WHRAP).

The City of Milpitas offers a Below Market Rate (BMR) Homeownership program to assist very-low, low-, and moderate-income households in becoming homeowners. Our BMR inventory consists of dwelling units acquired through the City's Affordable Housing Ordinance. The City's basic eligibility requirements to participate in the BMR Homeownership Program include being a first-time homebuyer, having the ability to provide at least a 10 percent required down payment, and for a household's income to not exceed very-low, low-, and moderate income as defined by the California Department of Housing and Community Development (HCD).

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

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

|  | One-Year Goal | Actual     |
|--|---------------|------------|
| Number of Homeless households to be provided affordable housing units      | 0             | 0          |
| Number of Non-Homeless households to be provided affordable housing units  | 160           | 165        |
| Number of Special-Needs households to be provided affordable housing units | 0             | 0          |
| <b>Total</b>   | <b>160</b>    | <b>165</b> |

Table 5 – Number of Households

|  | One-Year Goal | Actual     |
|--|---------------|------------|
| Number of households supported through Rental Assistance             | 0             | 0          |
| Number of households supported through The Production of New Units   | 0             | 0          |
| Number of households supported through Rehab of Existing Units       | 160           | 165        |
| Number of households supported through Acquisition of Existing Units | 0             | 0          |
| <b>Total</b>   | <b>160</b>    | <b>165</b> |

Table 6 – Number of Households Supported

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

The City of Milpitas continues to show progress in providing affordable housing projects and programs to residents. Various programs in the City aim to provide support to LMI clientele. One of the facilities that provide affordable housing is Terrace Gardens.

Terrace Gardens is a deed-restricted, very-low, and low-income senior housing facility. In Program Year 2023, Terrace Gardens received \$5,500 to rehabilitate the community wood trellis. The community wood trellis is an essential place for the staff to hold fun and teaching opportunities for low-income senior residents. Additionally, Terrace Gardens received \$125,688.30 for the roof repair of 20% "Community Building," and 100% "G" building. With the completion of the rehab project, a total number of 148 households were supported.

One of the goals the City has is to provide rehabilitation funding for affordable housing projects. As part of the City's Home Rehabilitation program, the City partnered with Rebuilding Together Silicon Valley (RTSV), to provide Milpitas residents with emergency repairs for qualified low-income homeowners. The program is designed to preserve affordable housing by providing safety, energy efficiency, accessibility repairs, and improvements to qualified households. In Program Year 2023, RTSV received \$125,000 in funding and this provided housing repairs for 17 Milpitas households, which meets the annual goal.

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

The goal of creating more affordable housing will continue to be a goal in future action plans. However, the increasingly high cost of construction coupled with surging land costs have made the creation of deeply affordable housing (low, very-low, and extremely-low income) very challenging.

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

| Number of Households Served | CDBG Actual | HOME Actual |
|-----------------------------|-------------|-------------|
| Extremely Low-income        | 574         | 0           |
| Low-income                  | 207         | 0           |
| Moderate-income             | 57          | 0           |
| <b>Total</b>                | <b>838</b>  | <b>0</b>    |

Table 7 – Number of Households Served

**Narrative Information**

In Program Year 2023, the City of Milpitas served a total of 865 households. In total, 66% were considered extremely low-income; 24% were considered low-income; and 7% were considered moderate-income. A total of 3% of households served were considered non-LMI.

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

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

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

### Rent and Mortgage Relief

In October 2019, the City created a Pilot Rent Relief Program and allocated \$100,000 from the City's Affordable Housing Fund to assist the City's at-risk population to prevent eviction, and displacement, and to provide financial support for other critical housing needs. In March 2020, with the onset of the COVID-19 pandemic, the City allocated an additional \$100,000 from the Affordable Housing Fund to assist those who had been affected by the pandemic and whose housing situations were at risk. With these funds, the City assisted in the prevention of 40 households and 140 Milpitas residents from potential eviction.

The City further endorsed the success of the pilot program by permanently establishing the Rent Relief Program and allocated \$725,607 in CDBG funding over the last two subsequent program years (2020 and 2021). The success of this program could not be understated as over 100 families and over 300 residents were assisted with CDBG funds.

In September 2021, the City Council approved the use of \$1,100,000 in ARPA dollars to expand the program to include mortgage relief. Of the \$1,100,000 appropriated, \$150,000 will be used to partially fund a 3-year limited term Administrative Analyst. Per the City Council's direction, the remaining balance will be distributed with 75% (\$648,375) for rent relief and 25% (\$216,125) for mortgage relief. The remaining \$950,000 will cover both rent and mortgage relief and is estimated to benefit 130 households with rental assistance and 14 households with mortgage assistance. In August 2024, the City approved the transfer of \$763,000 from the State Budget for Homelessness Prevention and Unhoused Services to the Rent Relief program.

### WeHOPE

In December 2020, the City began a pilot program with Project WeHOPE to administer their Dignity on Wheels Mobile Shower and Laundry program in the City. The City allocated \$21,372 in funding to the program and further demonstrated its commitment to providing the unhoused community with services by further allocating \$75,180 to extend its existing service contract until June 30, 2023. In June 2023, as part of the City's budget process, \$150,000 was allocated to enter a new contract with Dignity on Wheels that would cover services until June 30, 2026. Held every Sunday, WeHOPE on average provides 100 showers and 45 loads of laundry per month, serving around 45 unduplicated individuals.

To date, more than 1,500 amount of presumed LMI individuals have benefited from the activity.

### Homeless Outreach

After a competitive RFP process, the City has chosen to contract with WeHope for homeless outreach, assessment, and case management. WeHope is a Bay Area nonprofit organization that began as an emergency shelter and has provided unhoused outreach, assessment, and case management services for the last 10 years. Under this contract, WeHope will identify, assess, and refer unhoused residents to appropriate housing programs and services, as well as provide consistent immediate data and longer-term projections on unhoused residents in the city to ensure that the City has a strategic and standardized methodology for servicing unhoused residents. The initial allocation of \$200,000 is also funded through the Permanent Local Housing Allocation Grant.

### Permanent Local Housing Allocation (PLHA)

In July 2023, the City received its signed Standard Agreement with HCD approving its 2019, 2020, and 2021 funding applications for \$1,017,554. The City was approved to designate money to fund homeless outreach as well as for the creation of a Workforce Housing Rental Assistance Program, which provides a rental subsidy to Milpitas residents and members of the local workforce whose income is at or less than 30% AMI, defined by HCD as extremely low income. Up to 50 households will be provided \$645 of rental assistance per month for 24 months.

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

The City continues to work closely with community partners and organizations to address the emergency shelter and transitional housing needs of our homeless residents. The City will work closely with the new outreach provider WeHOPE to create a formalized outreach and assessment plan to provide on-site case management, assessment, and referral to other services to help house our homeless population, as well as obtain necessary demographic information to ensure a well-rounded approach.

The City partners with LifeMoves to provide various services to our unhoused community. LifeMoves operates 26 facilities and service sites consisting of 12 interim shelters, a drop-in center, and several permanent supportive housing sites, as well as programs such as outreach to the unsheltered homeless population, safe parking programs, and homelessness prevention emergency assistance programs. In particular, the LifeMoves Villa Shelter (Villa) provides individuals with shelter beds and other services to all residents of Santa Clara County. The Villa has 15 family units and 9 beds available for single women for an average shelter capacity of 54 individuals per night. The Villa generally serves about 250 individuals each year, about half of whom are children. The purpose of the program is to provide interim housing and supportive services for homeless families and individuals to rapidly return to stable housing and achieve long-term self-sufficiency.

The City of Milpitas also contracts with WeHOPE to provide homeless outreach, engagement, and street-based case management services. WeHOPE case managers conduct an assessment tool known as the Vulnerability Index-Service Prioritization Decision Assessment Tool or VI-SPDAT to identify needs and connect with a countywide network of services including emergency shelter and transitional housing.

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

Milpitas does not currently have an institutional discharge policy. The City collaborates with the Santa Clara County Continuum of Care CoC, which recently updated its Quality Assurance Standards to include a homeless discharge coordination policy.

The County CoC endeavors to provide guidance and resources to those released from institutions. The discharge policy includes access to reentry resource centers where, for example, a VI-SPDAT could be administered. The VI-SPDAT measures the acuity level of an individual and is used to inform what type of support or housing needs are required. It also serves as the entry point for access to other resources or supportive services, such as residential or outpatient treatment, transitional housing, or emergency shelter access.

#### CDBG and City Local Funds

- Rent Relief Program: FORWARD has been administering the City's Rent Relief Program, which offers low- and moderate-income residents a maximum of \$5,000 per calendar year, to prevent eviction and community displacement.
- WHRAP Program: FORWARD is also administering the city's Workforce Housing Rental Assistance Program, which offers rental subsidies to members of the Milpitas workforce who are at or under 30% AMI.
- Child Advocates of Silicon Valley: Child Advocates connect court-appointed special advocates (CASAs) to foster children. These volunteers must make a commitment to the children for a long-term, many for his or her entire life. The consistent support of the CASA is often the only adult who has steadily remained with the child, providing crucial mentorship.
- Seniors Adults Legal Assistance (SALA): SALA is committed to providing free-legal services to seniors. Legal services that SALA provides ranges from: public benefits, long-term care, alternatives to institutionalization, elder abuse, long-term care insurance, incapacity planning, probate, simple wills, and housing – related to Landlord-Tenant issues. Often, many seniors do not know his or her housing rights or sign over the will of their house without knowing, and with fixed income, many are unable to provide legal help. SALA provides legal help free of charge for these low to extremely low-income seniors.

**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**

As noted above, the City contracts with WeHOPE to provide outreach and assessment services to the unhoused community in Milpitas through two full-time case managers.

The City of Milpitas also partners with WeHOPE's Dignity on Wheels program to provide free hot showers, laundry, and case management services for the unhoused Milpitas community. In Program Year 2023, a total number of X sessions were conducted in which X individuals participated. A total of X showers and X loads of laundry were provided by the program.

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

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

This is not applicable, there are no public housing developments in the City of Milpitas.

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

Not applicable.

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

Not applicable.

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

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

### **Resolution No. 8523**

The City adopted Resolution No. 8523 on February 2, 2016, which recognizes homelessness as a crucial problem in the County and will help contribute to future affordable housing projects that will house the homeless.

### **Affordable Housing Ordinance 297**

In June 2018, the City Council passed Affordable Housing Ordinance 297 which requires all new residential development projects of 10 units or more designed and intended for permanent occupancy shall construct 15% of the total number of dwelling units within the development as affordable units.

### **Housing Opportunity Zone**

The project will establish a new 'overlay district' within established critical priority areas of Milpitas and complete the associated California Environmental Quality Act (CEQA) analysis to accelerate housing production in the City. The Housing Opportunity Zone (HOZ) will provide objective standards and incentives to developers to encourage and support the development of by-right, affordable, and supportive housing projects, including housing for special-needs residents.

The project would streamline housing approvals and accelerate housing production by providing clarity and certainty to developers to stimulate development in priority areas. Incentives to developers may include reduced parking requirements, additional density bonuses beyond the State Density Bonus, increased allowable heights, streamlined permitting processes, and fee waivers.

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

As noted above, the City contracted with WeHOPE to provide assessment services to the unhoused via case managers. The case managers provide ongoing outreach and assessment services to the unhoused community in Milpitas.

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

Historically, the County of Santa Clara has received funding from State's Department of Health Service and Federal Government for Center for Disease Control to implement a Childhood Lead Poisoning Prevention Program. The funded programs include: community outreach screen, case

management, and public education to inform low-to-moderate income and older communities. The project will then follow up with environmental testing, lead-based education, blood-lead testing for children, hazard reduction grants, and follow-up with monitoring and testing. Milpitas has adopted a Lead-Based Paint Management Plan which complies with HUD-Based Paint regulations and outlines the required states of abatement and remediation for rehabilitation projects. In addition, the City publicizes and identifies lead-based hazards and older residential projects through its Code Enforcement Division and Building Department. In addition, projects undergoing rehabilitation, especially under the City's Rehabilitation Loan Program, are supported through abatement and technical assistance on how to proceed with mitigating lead-based paint hazards.

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

The City of Milpitas prioritized the needs of microenterprises during the pandemic. Under the American Rescue Plan Act (ARPA), various small Milpitas businesses received financial assistance due to the economic hardship brought on by the COVID-19 pandemic. Selected participants must have met the very low, low, or moderate-income clientele level in order to receive the grant. The Enterprise Foundation collected income statements, tax returns, and other documents to confirm eligibility to HUD's guidelines. The total available funds awarded for the Small Business Assistance Grant Program was \$1,570,000. A total of 343 eligible small business applications were received by the City. On April 8<sup>th</sup>, 276 grants of \$5,000 (\$1,380,000) and 67 grants of \$1,700 (\$113,900) were awarded to various microenterprises in Milpitas. This means all the business applicants deemed eligible received funds including 46 daycare centers.

A CDBG-funded Microenterprise Grant Program administered by FORWARD came online in Program Year 2023. A total of 25 microenterprises received a \$2,000 grant. The new program will follow the eligibility process of the prior Small Business Assistance Grant Program. The selected participants met the very low, low, or moderate-income clientele level to receive the grant.

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

The City is striving to improve intergovernmental and private sector cooperation to synergize efforts and resources and develop new revenues for community service needs and the production of affordable housing. Continued collaborative efforts include:

Regular quarterly meetings between entitlement jurisdictions at the CDBG Coordinators meeting.

Meet with the Regional Housing Working Group

Joint jurisdiction Request for Proposals and project review committees

Coordination on project management for projects funded by multiple jurisdictions

Community Development Roundtable monthly meetings with the real estate and development communities

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

The City benefits from a strong jurisdiction and region-wide network of housing and community development partners, such as the County 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.

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

The City continues to provide funding for Project Sentinel, who the City contracts for fair housing issues. Project Sentinel is a private, non-profit agency providing fair housing, tenant-landlord counseling, and dispute resolution services. Additional services include counseling, case intake, education, and outreach. Other services include HUD-certified mortgage default counseling and First-Time Homebuyer workshops are open to Milpitas residents.

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

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

The City of Milpitas Housing Division maintains a high level of integrity regarding monitoring our subgrantees. The City ensures all funded organizations comply and meet financing and programmatic requirements of HUD through our contract process. The details and level of service that is to be performed by the subrecipients are outlined in the agreements. The terms and conditions in the agreement follow HUD regulations and are approved by our City Attorney.

As outlined in the agreements, each organization is required to submit quarterly reports of its activity progress in meeting the goals listed in the contract. In addition, the organization must submit invoices for reimbursements that document what services have been rendered. City staff takes the quarterly reports and reimbursement supporting documents and reviews items for any discrepancies. If any concerns or questions arise while reviewing the documents submitted by the organization, City staff will contact the organization and begin an internal investigation. The internal investigation will continue until the discrepancy is cleared. All funded CDBG-funded activities, including CDBG-CV-funded activities, are subject to this process.

During Program Year 2023, staff met with all subrecipients to get a better understanding of the services provided. In alignment with CDBG regulations, City staff drafted an extensive work plan for monitoring for each organization, reviewing progress reports, and expense reports, and denoting any prior issues with compliance before meeting with CDBG program staff. Staff had both an internal monitoring strategy which included review of documentation, creating a monitoring checklist with all necessary information related to that project, as well as a strategic plan for the on-site monitoring to ensure all parts of the project were adequately and efficiently reviewed. Staff would then meet with CDBG partners to discuss the findings of the visit and any possible errors before sending the formal monitoring letter, which would formalize all the details in writing. During the monitoring process, staff took note of common questions or concerns that program staff had to ensure that future sessions are as efficacious as possible.

Additionally, we met to discuss best practices and data collection. We will continue to meet with subrecipients for monitoring online or in person. Housing staff is available to subrecipients if they ever have any questions regarding the program. For new subrecipients, staff works closely with the organization to ensure compliance. We provide one-on-one training for new subrecipients on program, planning, and reporting requirements needed under CDBG.

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

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

As described in the City's approved Citizen Participation Plan, the CAPER was made available in the Public Library, City's Website, City Hall, and per request via email to the public for public comment for at least 15 days. A public notice was published in the Milpitas Post and City website on August 23, 2024. The comment period is from August 23 through September 16, 2024. Public notices were translated into Spanish, Vietnamese, Tagalog, and Simplified Chinese to further enhance communication with residents whose primary language is not English.

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

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

There are no changes in the objectives of the program.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**