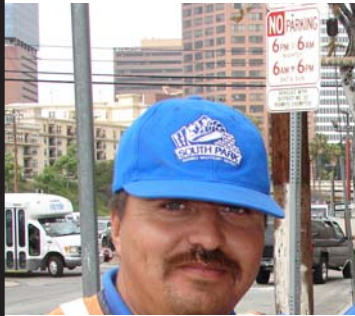


# CITY OF SANTA MONICA

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## 2011-2012 Action Plan



Adopted May 10, 2011

# CITY OF SANTA MONICA

FY 2011-2012

## One-Year Action Plan

Submitted to the  
U.S. Department of  
Housing and Urban Development

HUMAN SERVICES DIVISION

Community and Cultural Services Department

HOUSING DIVISION

Housing and Economic Development Department

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Adopted May 10, 2011

# 2011 – 2012 ACTION PLAN



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## EXECUTIVE SUMMARY

The FY 2011-12 Action Plan is a one-year plan to address the community development and low-income housing needs in the City of Santa Monica. Both the Consolidated Plan and the Action Plan are implemented by the City's Community and Cultural Services Department and the Housing and Economic Development Department.

The City anticipates receiving \$1,261,237 from the federal Community Development Block Grant (CDBG) program and \$704,439 in HOME Investment Partnerships Program (HOME) funds. Santa Monica has access to a variety of federal, state, and local resources to achieve its housing and community development priorities. Specific funding resources will be utilized based on the opportunities and constraints of each particular project or program.

City staff encouraged citizen participation throughout the Consolidated Plan and Action Plan process. This included consulting local organizations, holding public meetings, and encouraging public comment during the public review period. Using research and input from the public, City staff formulated the objectives and outcomes that are briefly described below.

## OBJECTIVES

The City's key objectives for the 2011-12 funding period include the following:

- Expand housing opportunities for extremely low-income, very low-income, low-income, and moderate-income households through an increase in the supply of decent, safe, and affordable housing and rental assistance and services to sustain housing for special needs populations;
- Support efforts to help homeless or near-homeless Santa Monica residents secure adequate temporary and permanent housing and receive necessary supportive services;
- Improve accessibility for persons with disabilities, seniors; and
- Complete improvements to public facilities and/or infrastructure serving priority need populations.

## OUTCOMES

The City's housing outcomes for this planning period are directed at improving housing affordability, quality, and access; social service availability; and facility accessibility to persons with disabilities. The City anticipates the following outcomes from its 2011-12 activities:

- One ADA and universally accessible playground completed;
- Facility improvement to one community facility;
- About 36 households provided with rental subsidy;
- Approximately 30 homes repaired or rehabilitated, comprehensively or to address accessibility issues;
- 240 homeless persons provided with supportive services;
- 30 households provided with adaptive home equipment modifications; and
- 20 households will be assisted by the acquisition and rehabilitation of properties to support the creation of affordable housing.



## INTRODUCTION

The U.S. Department of Housing and Urban Development (HUD) requires all government entities receiving federal Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds to prepare an annual Action Plan. The Action Plan outlines funding priorities and discusses how activities will meet the community needs identified in the Consolidated Plan. The activities described in this Action Plan are proposed to be undertaken during the period between July 1, 2011 and June 30, 2012.

The major objectives of activities undertaken during the FY 2011-12 funding year will be to:

- Expand housing opportunities for extremely low-income, very low-income, low-income, and moderate-income households through an increase in the supply of decent, safe, and affordable housing and rental assistance and services to sustain housing for special needs populations;
- Support efforts to help homeless or near-homeless Santa Monica residents secure adequate temporary and permanent housing and receive necessary supportive services;
- Improve accessibility for persons with disabilities, seniors, pedestrians, and bicyclists; and
- Complete improvements to public facilities and/or infrastructure serving priority need populations.

## BACKGROUND

Santa Monica comprises about 8.3 square miles of land and has more than 90,000 residents. The community's residents are older, better educated, and wealthier than the residents of Los Angeles County as a whole. Nonetheless, Santa Monica does have a significant low-income population, and lower-income areas include the Pico neighborhood. The community needs found within Santa Monica revolve heavily around housing affordability, homelessness resources, and social service issues.

Over the last five years, Santa Monica has focused efforts on providing new affordable housing through new construction, acquisition, and rehabilitation for family, senior, and special needs households, providing rental assistance, and offering rehabilitation assistance for owners and renters. The City has also provided more than \$100 million in federal, state, and local funds to serve wide range of the service needs of lower-income households. The City has prioritized assistance to the homeless, young children, youth, and seniors.

The City of Santa Monica Community and Cultural Services Department serves as the lead agency for the administration of CDBG funds, while the Housing and Economic Development Department takes the lead on HOME funds. The two departments coordinated on the development of the Consolidated Plan, which serves as a five-year strategy to address the needs of low-income residents in Santa Monica. The plan identifies community needs and provides a strategy to address those needs using CDBG and HOME funds, as well as other federal, state, and local resources. In addition to the Consolidated Plan, the City prepares an annual Action Plan. The Action Plan describes how funds will be spent each year to address the needs identified in the Consolidated Plan. The Action Plan is submitted to HUD 45 days prior to the start of the City's fiscal year.



## RESOURCES

In fiscal year 2011-12, the City anticipates receiving \$1,261,237 in CDBG funding and \$704,439 in HOME funding. In order to address community needs and the goals identified in the Consolidated Plan, the City will augment CDBG and HOME funds using a variety of additional funding sources. These funding sources may include the City's General Fund, Proposition A (transit) funds, redevelopment funding (including housing set-aside), Supportive Housing Program funds, and other federal, state, and local sources. A full listing of potential funding sources is available in **Appendix A - Public and Private Resources Available for Housing & Community Development Activities**.

## GOALS

Santa Monica receives CDBG and HOME funding and also uses a variety of other local, state, and federal resources in support of housing and community development activities. The overall goal of these programs is to serve low-income persons by developing viable urban communities through the following actions:

- Providing decent housing;
- Providing a suitable living environment; and
- Expanding economic opportunities.

The City has identified a range of goals in its 2010-2015 Consolidated Plan, and these include improving the lives of low-income persons and special needs groups through capital improvements, social services, and housing activities. In FY 2011-12, the City will continue to support housing rehabilitation and rental subsidy, accessibility improvements for people with disabilities, and homeless service provision. Detailed descriptions of the activities the City will fund or undertake during FY 2011-12 are detailed in a later section of this Action Plan.

## PUBLIC PARTICIPATION

The City of Santa Monica encourages citizen involvement in the planning, implementation and evaluation of its housing and community development programs. The Action Plan includes activities intended to assist residents of the City, particularly those with low incomes and those with special housing and supportive needs. The following section details the opportunities for public involvement in the preparation of this Action Plan.

### **Public Hearings**

On February 8, 2011, the City Council held a public hearing to discuss budget priorities for the next fiscal year, including the CDBG and HOME programs. Members of the public were provided with an opportunity to share their perspective on needs and priorities. Additionally, on May 10, 2011, the City Council will hold a public hearing to adopt the FY 2011-12 Action Plan.

# 2011 – 2012 ACTION PLAN



## Public Comment Period

A draft of the FY 2011-2012 Action Plan is made available for public review for a 30-day period beginning April 11, 2011 and ending May 10, 2011. The documents are posted on the City’s website and are available at several city locations.

## Commissions and Advisory Boards

The City has established various commissions and advisory boards comprised of interested citizens and focused on specific topics. These bodies monitor the needs of the community and advise the City Council on the best way to address those needs. Commission, advisory board, and task force meetings are open to the public.

## 2011-12 CDBG AND HOME ACTIVITIES

**Table 1** provides a description of the activities the City will fund or undertake during FY2011-12. The City anticipates completion of all of the listed activities within the fiscal year. More detailed descriptions for each of the activities are listed in **Appendix C – Proposed Projects** (Table 3Cs).

**TABLE 1  
PROPOSED CDBG AND HOME ACTIVITIES AND PROJECTS, FISCAL YEAR 2011-12**

Project Name	Con Plan Priority	Project Description	Annual Goal	Funding
Tenant-Based Rental Assistance (TBRA)	AH-1.2	The City uses HOME funds for the TBRA program for Section 8 tenants, helping to sustain tenants with supplemental funding from the City when their rent increases above Section 8 allowable costs.	25 households	\$455,000 HOME
Residential Repair Program	AH-2.3	The City will offer a residential repair and rehabilitation program for housing units owned or occupied by low-income households.	30 households	\$300,000 CDBG
Citywide Affordable Housing Trust Fund	SP-1.1	The City will assist in acquisition and rehabilitation of properties to support the creation of affordable housing for special needs households.	20 households	\$828,978 HOME (\$122,463 current year entitlement; \$236,294 Program Income; \$470,221 prior year allocations)
Home Access Program	SP-3.1	This program provides minor home modifications for low-income persons with disabilities.	30 persons	\$35,750 CDBG

# 2011 – 2012 ACTION PLAN



Project Name	Con Plan Priority	Project Description	Annual Goal	Funding
Chronic Homeless Program Assertive - Case Management and Homeless Community Court	H-1.2	Provide assertive outreach and intensive case management to chronically homeless persons in the CHP Assertive Case Management and Homeless Community Court Programs.	50 persons	\$112,827 CDBG
Family Self Sufficiency Program	H-1.2	This program assists families participating in the Housing Choice Voucher program in achieving economic independence and securing a living wage within five years.	190 persons	\$62,609 CDBG
Shelter Plus Care Program	H-1.2	This program assists homeless persons with disabilities to obtain and maintain housing through the provision of comprehensive case management services and rental assistance.		\$3,402 CDBG
Sanctuary	H-1.2	This program provides case management, vocational training, benefits assistance, permanent housing retention, and other services to formerly homeless persons with mental illness.		\$23,394 CDBG
Universally Accessible Playground	CD-10.1, CD-12.2	Plan and initiate design of a universally accessible playground at South Beach Park to go beyond ADA requirements to maximize the inclusion of children with various types of disabilities.		1 public facility project planned
Facility Improvements to One Community Facility(Senior)	CD-1.1	This facility improvement will upgrade and improve an existing community facility to meet the needs of the community, especially persons of low and moderate income and those with special needs.	1 community facility	\$126,226 CDBG (\$40,608 current year entitlement; \$85,618 prior-year allocations)
CDBG Program Administration	PA-1.1	Administer the CDBG program in compliance with federal regulations and local policies.	N/A	\$269,647 CDBG
HOME Program Administration	PA-1.1	Administer the HOME program in compliance with federal regulations and local policies.	N/A	\$94,076 HOME
CHDO Operational Costs	AH-1.1	Sustain operational capacity of a local developer of affordable housing for low and moderate income households in Santa Monica.	1,450 households served	\$32,900 HOME



## GEOGRAPHIC DISTRIBUTION

Depending on the type of need being addressed, resources may or may not be geographically targeted. Most of the City's FY 2011-12 programs and projects will be available to residents citywide. One project will be available in specific areas:

- A universally accessible playground will be planned for South Beach Park, located at 3400 Barnard Way, adjacent to Santa Monica State Beach.

**Figure 1** shows the projects funded during this five-year funding period on a map of areas with minority concentrations, and **Figure 2** depicts projects with a specific location on a map of low-income areas. Assistance to improve public facilities may be provided outside of low-income areas if the project primarily benefits low-income households or persons presumed to be low-income, such as adults with disabilities.

Public services are not geographically targeted. Services will be provided in such a manner as to provide the greatest level of availability to the widest area possible.

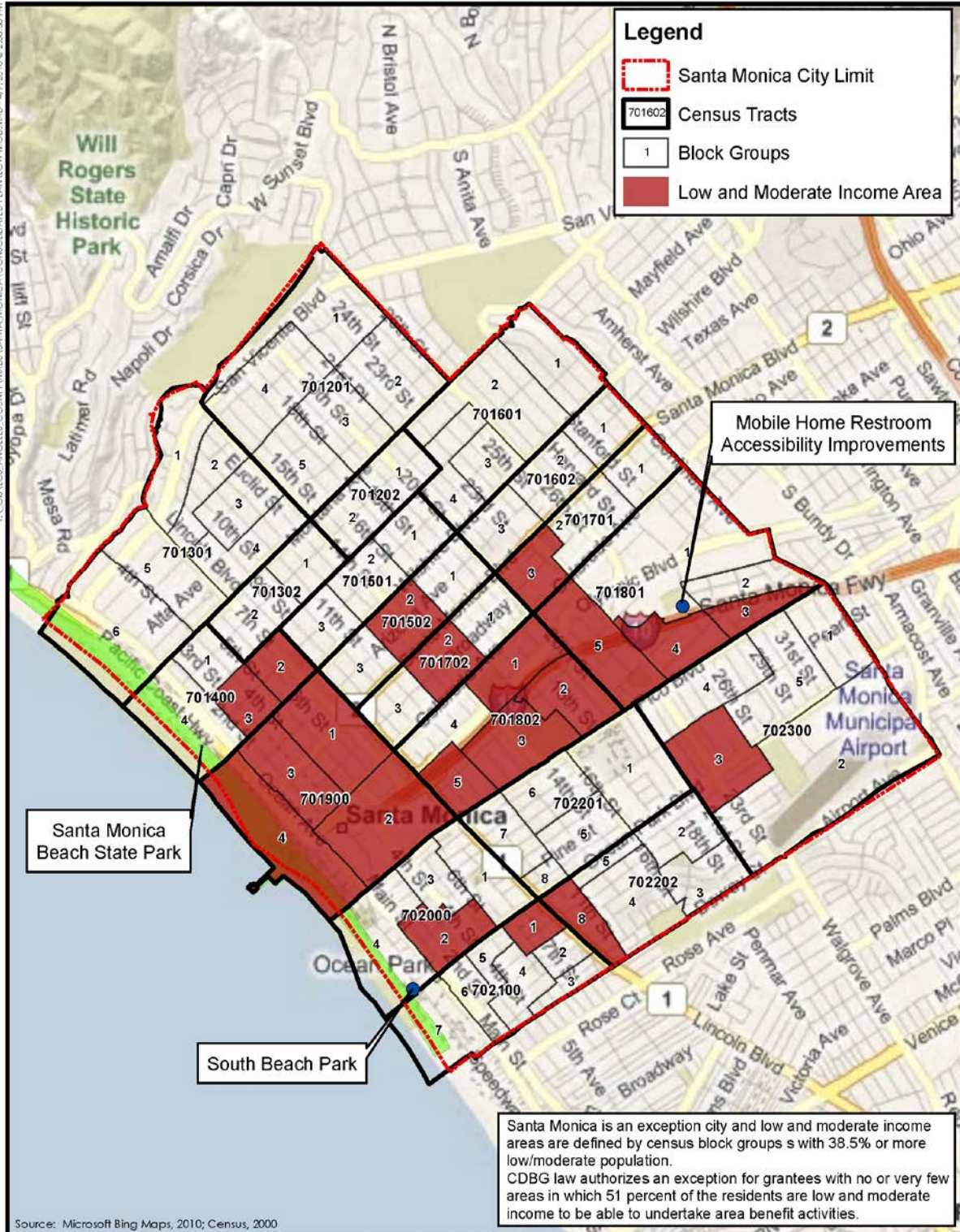


**Figure 1**  
**Minority Concentration Map**





**Figure 2**  
**Low and Moderate Income Area Map**





## **OTHER HOUSING AND COMMUNITY DEVELOPMENT EFFORTS**

Santa Monica has access to a variety of federal, state, and local resources to achieve its housing and community development priorities. These funding sources include CDBG, HOME, Housing Choice Voucher, Family Self Sufficiency, and Shelter Plus Care, among others. The City also makes available over \$30 million in local funding annually in support of housing and community development priorities. Specific funding resources will be utilized based on the opportunities and constraints of each particular project or program. The funding resources table in **Appendix A** identifies the potential sources of funding available to carry out housing and community development activities in Santa Monica.

The City will continue to support a wide range of housing and community development activities in FY 2011-12. To the greatest extent possible, the City will seek to leverage funding from other public and private entities to strengthen programs and activities established in the Consolidated Plan and this Action Plan. Local funding sources, including redevelopment set-aside, housing trust funds, and private conventional loans will be used as the local match for the City's HOME program funds.

## **AFFORDABLE HOUSING PROGRAMS/PROJECTS**

The City works in partnership with affordable housing developers, primarily non-profits, to maintain, rehabilitate, and develop new affordable housing units in Santa Monica. The City administers five affordable housing trust funds, implements an Affordable Housing Production Program and a Rent Control Charter Amendment, and administers a Section 8 housing assistance program to preserve affordable housing opportunities throughout the City.

## **ADDRESSING NEEDS OF HOMELESS AND SPECIAL NEEDS POPULATIONS**

The City plans to use its CDBG funds to promote the local provision of services for low-income Santa Monica residents. Several of the City's proposed FY 2011-12 programs will directly benefit special needs groups, including people with disabilities (Home Access Program) and homeless (various supportive assistance programs). Homeless program priorities are based on the *Action Plan to Address Homelessness*, which prioritizes housing and care for chronically homeless Santa Monica residents, including chronically homeless veterans. The City also has a Human Services Grants Program, which provides approximately \$7.5 million annually to more than 50 programs, most of whom serve special needs populations.

## **REMOVAL OF BARRIERS TO AFFORDABLE HOUSING**

As defined by the Consolidated Plan regulations, a barrier to affordable housing is a public policy such as land use controls, property taxes, zoning ordinances, building codes, fees and charges, growth limits, and other policies. The City will continue to monitor, analyze, and address market conditions and governmental factors that may act as a barrier to affordable housing.

The State of California requires each city and county to prepare a Housing Element every five years. The Housing Element includes an analysis of constraints to housing and programs and strategies to reduce or remove those constraints. Constraints that must be addressed include public policies and regulations that limit the availability of housing, particularly affordable housing.



Market factors that tend to restrict affordable housing production are high land costs, high construction costs, and inadequate financing. The City has little influence on land costs or construction costs. The City does, however, have an active program in place to make below market financing available for affordable housing projects and assists with site acquisition.

Governmental restrictions can also constrain the production and preservation of affordable housing. The City continues to monitor, analyze, and address governmental regulations, land use controls, and residential development standards that affect the production and preservation of affordable housing.

In November 2008, the City adopted the 2008-2014 General Plan Housing Element which sets forth the City's five-year strategies to preserve and enhance the community's character, expand housing opportunities for all economic segments, and provide guidance for local government decision making in all matters related to housing.

## LEAD-BASED PAINT HAZARD REDUCTION STRATEGY

An estimated 11,250 housing units occupied by low-income households in Santa Monica may contain lead-based paint. To reduce lead-based paint hazards, the City takes the following actions:

- Monitor the lead-poisoning data maintained by the Los Angeles County Department of Health Services.
- Incorporate lead-based paint hazard reduction procedures into rehabilitation guidelines and include abatement costs as part of the subsidy.
- Develop and distribute lead-based paint reduction and abatement information to all landlords, managers, tenants, or owner-occupants of rehabilitation properties, as well as to community groups.
- Work cooperatively with its nonprofit housing providers and community health organizations to provide educational material and identify potential sources of lead-poisoning in City-assisted affordable housing projects.
- Address lead-based paint hazards in Housing Choice Voucher (Section 8) assisted units with children six years and under by providing grants to property owners for lead-based paint hazard reduction or abatement.
- Address blight in individual buildings by eliminating specific conditions that present health and safety hazards to the public.
- Conduct educational seminars for property owners on lead-based paint hazards and provide lead-based paint testing and remediation to existing single- and multi-family units, targeting low and moderate income households.

The City's Residential Repair Program, funded at \$300,000 in FY 2011-12, provides lead-based paint testing and remediation to existing single- and multi-family units owned or rented by low-income households.



## PUBLIC HOUSING INITIATIVES

The City of Santa Monica does not own or operate any public housing. The Los Angeles County Housing Authority (LACHA) owns and operates five public housing projects in Santa Monica. These projects contain a total of 81 units. LACHA has resident managers at these projects and has in place a modernization program to improve the living environment of each project. LACHA encourages participation of residents in the operation, management, and modernization of the public housing properties they own and operate.

## FAIR HOUSING

### **Affirmatively Furthering Fair Housing**

Fair housing is crucial to ensuring that persons of like income levels have equal access to housing. HUD requires that jurisdictions receiving federal funds commit to affirmatively further fair housing. According to HUD, a fair housing impediment is considered to be “any actions, omissions, or decisions which have the effect of restricting housing choices or the availability of housing choices because of race, color, religion, sex, disability, familial status, or national origin.”

### **Analysis of Impediments to Fair Housing Choice**

A key part to affirmatively further fair housing is the preparation of an Analysis of Impediments to Fair Housing Choice (AI). The City of Santa Monica’s Fiscal Year 2007 AI analyzed the following as possible impediments to fair housing choice:

- Housing discrimination. On average about 13 complaints are handled by the City Consumer Protection Unit per year. Around six complaints per year are also filed with HUD and the California Department of Fair and Equal Housing. Complaints were on a variety of topics, including disability, race and ethnicity, and familial status. Most complaints were labeled “no cause” or resolved.
- Discriminatory loan practices. Home Mortgage Disclosure Act (HMDA) data showed a correlation between higher denials rates and areas with higher percentages of low-income and/or minority residents. More research is needed to determine whether discrimination is occurring.
- Predatory lending. In 2006, 75 percent of all loans made for homes in Santa Monica were variable interest rate loans. Since 2006, the mortgage industry has significantly tightened their practices and predatory lending appears to be less of an issue.

### **Actions Taken to Address Fair Housing Issues**

The City of Santa Monica’s Consumer Protection Unit in the City Attorney’s Office takes an active role in ensuring fair housing opportunities. The Consumer Protection Unit has two primary responsibilities:

- Enforcing local, state, and federal laws to assure that consumers are treated fairly and lawfully.
- Investigating complaints involving charges of discrimination based on race, age, children, marital status, sex, sexual orientation, national origin, disability, religion, or infection with AIDS.



In addition to fair housing complaint investigation, the Consumer Protection Unit also educates landlords and the real estate community on fair housing laws, operates a tenant-landlord mediation service, and conducts community outreach in English and Spanish throughout the year.

The City's Rent Control Board also monitors evictions and advises Santa Monica tenants of their rights. Santa Monica's Just Cause Eviction and Tenant Harassment laws, among others, help to assure that tenants are not discriminated against by building owners.

Other agencies, such as the Santa Monica Housing Authority, Legal Aid Foundation of Los Angeles, California Department of Fair and Equal Housing, and HUD also offer assistance to persons with fair housing issues.

New housing development subsidized by federal funding must have an Affirmative Fair Housing Marketing Plan, which sets the steps that developers or property managers must take to reach out to various populations during the property rental or sale. The Marketing Plan specifically targets potential tenants and homebuyers who are least likely to apply for housing.

## **INSTITUTIONAL STRUCTURE AND COORDINATION**

Implementation of CDBG and HOME funds are shared by the Community and Cultural Services Department (CCS) and the Housing and Economic Development Department (HED). The Human Services Division of the CCS oversees CDBG funding, while the Housing and Redevelopment Division of the HED oversees HOME funding. The two agencies work closely to ensure they meet shared project goals and take a consistent approach to administering projects. In addition, these divisions work with public agencies, for-profit, and non-profit organizations that play a part in the provision of affordable housing and community services.

Social service delivery and housing production and rehabilitation in Santa Monica by non-profit agencies is coordinated through the City's annual funding process. The City Council approves projects and programs that meet the City's goals. In addition, there is the Westside Shelter and Hunger Coalition (WSHC) with representatives from agencies involved with emergency shelter, affordable housing, and supportive services on the westside of Los Angeles. WSHC meets regularly to coordinate efforts, including lobbying the county, state, and federal government. The City administers the Trades Intern Program to promote the active creation of jobs targeting low-income youth and adults.

The City of Santa Monica has established a number of commissions staffed by interested citizens to monitor the needs of specific groups and advise the City Council on the best way to address these needs. They are the Housing Commission, Social Services Commission, Disabilities Commission, Planning Commission, Recreation and Parks Commissions, Commission for the Senior Community, and Commission on the Status of Women.

The City works closely with a network of other private and public entities that constitute a comprehensive network of resources. These include key public and quasi-public agencies, coalitions and groups, including the California Department of Housing and Community Development, California Employment Development Department, Federal Emergency Management Agency, Los Angeles County Department of Child and Family Services, Los Angeles County Department of Health, Los Angeles County Department of Mental Health, Los Angeles County Department of Public Social Services, Los Angeles Homeless Services Authority, Los



Angeles County Housing Authority, Santa Monica-Malibu Unified School District, United Way, and Westside Council of Governments.

The City also partners with over 30 local non-profit organizations to ensure the adequate provision of housing and community services in Santa Monica. More information on the City's non-profit partners can be found in the Community Development Program.

## **ANTI-POVERTY STRATEGY**

The objectives and strategies of this Plan are generally focused on reducing the number of families in poverty, improving the quality of life for the poorest of families, and lessening the impacts of poverty. Strategies include those addressing affordable housing, special needs housing, homelessness, public facilities, public improvements, and economic development.

The movement of people above the poverty line involves a variety of policies and programs that extend beyond providing opportunities for employment at a living wage. Access to education, transportation, childcare, and housing are key components that can assist persons to secure and retain economically self-sustaining employment. The City will employ a variety of strategies to help alleviate poverty, including efforts to stimulate economic growth and job opportunities, and to provide Santa Monica residents with the skills and abilities required to take advantage of those opportunities.

On a macro scale, California attempts to fight poverty with the CalWORKS program, which is designed to move welfare recipients from dependency to self sufficiency through employment, and to divert potential recipients from dependency. The program's goal is to identify sufficient employment opportunities with sustainable income levels for people transitioning off of welfare. Job-related education and training are provided through the county, private industry and educational institutions.

The City will support programs that encourage the following needs in an attempt to assist families and individuals living in poverty:

- Job development and placement for internship, apprenticeship, and permanent employment opportunities with a focus on career-track jobs;
- Educational enrichment, skill-building, and parental support to encourage children and youth to be healthy, succeed in school, avoid gang activity, and prepare for productive adulthood;
- Legal services to include brief service and full representation in landlord/tenant matters, public benefits assistance, immigration, discrimination, consumer affairs, and other critical legal aid;
- Independent living skills and assistance, and peer counseling to ensure full self-sufficiency and independence among elderly and disabled individuals;
- Child care and after-school program subsidies, financial assistance, and assistance to working parents; and
- Free health care, including mental health counseling, and supportive service assistance to extremely low, very low, and low-income Santa Monica residents including vital assistance to those with HIV/AIDS.



The City will seek to leverage other federal, state, and local funds to assist homeless and near-homeless households with rental assistance, housing search and placement, and legal and credit repair services.

The City has sought to create jobs through the establishment of development agreements executed prior to major commercial developments that give local preference to hiring Santa Monica residents. In addition to City-supported employment programs, City staff works with local agencies focused on employment to develop policies and programs that promote job placement and job creation targeting low-income youth and adults.

## **OBSTACLES TO MEETING UNDERSERVED NEEDS**

Santa Monica, like the rest of California and the U.S., has faced significant challenges related to the economic downturn. Unemployment rates are now above nine percent. Although Santa Monica's foreclosure rate is lower than other Los Angeles County jurisdictions, housing prices have decreased. City revenues are projected to be relatively flat as major tax sources, including sales, transient occupancy, utility users, property, and business license taxes, are impacted by the recession, and in some cases may take several years to recover. The recession and federal, state, and county funding cutbacks, including changes to the welfare system, have all impacted the City's ability to address the social service and housing needs in Santa Monica.

Discussions with City staff, non-profit service providers, and City commissions and boards provided insight into specific challenges to meeting underserved needs.

### **INCREASE IN POPULATION NEEDING ASSISTANCE**

There are a greater number of people seeking assistance, including people who have not previously required housing or social service assistance. These households are not familiar with navigating the social service agency programs. In the past, these "first-time assistance" households needed only one-time or very short-term assistance to recover economic stability. However, the current average length of job search has stretched to seven months, which means these households require longer-term assistance.

### **LACK OF RESOURCES**

A common theme is that the resources available to address underserved needs are not sufficient and have declined with the economic downturn. Resources at non-profit agencies are generally less than required to meet the level of need and include funding, staff, staff with the appropriate skills and knowledge, facilities, and leadership.

Despite the very large amounts of funding put forth by the City and private sources in support of housing and community development activities, more funding is needed. Many organizations have experienced a drop in private donations as households impacted by the economic recession have less discretionary income to donate to nonprofit groups.

### **REDUCTION IN SERVICES**

The City, State of California, and many non-profits face stagnating revenues or budget deficits. When other funding sources cannot be found to supplant those lost, service cutbacks are often the only way to balance budgets. The State of California has cut many social service programs, and is considering more and deeper cuts that will negatively impact low-income households.



## ACCESSIBILITY

Lack of accessibility to services can be the result of lack of transportation for those in need, services that are not delivered in a culturally appropriate manner or in the appropriate language, burdensome prerequisites to accessing services (“red tape”), and services that are not provided in proximity to those in need.

Lack of transportation is a particular challenge for those who do not drive, do not have a car, or are elderly and for persons with disabilities. Transportation to services needs to be appropriate for the population in need, such as “door-through-door” transit for the elderly and persons with disabilities.

## AWARENESS OF SERVICES

The lack of awareness of the availability of services by those in need and a lack of knowledge about how to access services are significant obstacles to the provision of services. Outreach to those in need should be significant and culturally appropriate.

The City will continue to assess the increased demand for affordable housing, employment, childcare, and other supportive services. To avoid duplication of efforts and improve the effectiveness of limited funding, the City will continue to work in collaboration with surrounding jurisdictions, non-profit organizations, and other community groups to coordinate and monitor the delivery of social services. This entails working with groups including, but not limited to, the Westside Shelter and Hunger Coalition, the Child Care & Early Education Task Force, the Domestic Violence Network, and others to identify and meet critical gaps in services. Fund leveraging, resource development, and coordination of services are critical activities that will be undertaken to address significant budget and programmatic constraints.

## CDBG AND HOME SPECIFIC REQUIREMENTS

### SF-424 AND CERTIFICATIONS

The SF-424 (Application for Federal Assistance) and HUD-required CDBG and HOME certifications are included in **Appendix E – SF-424 and Certifications**.

### CDBG PROGRAM

The Listing of Proposed Projects describes the activities with respect to all CDBG funds expected to be available during FY 2011-12. The City anticipates receiving approximately \$87,000 in program income in FY 2011-12.

It is anticipated that 100 percent of the CDBG entitlement amount for FY 2011-12 will be used specifically for activities that benefit persons of low- and moderate-income. In addition, there are no "urgent need" activities, as defined by HUD, requested in CDBG funds for FY 2011-12.



## HOME PROGRAM

The Listing of Proposed Projects describes the activities with respect to all HOME funds expected to be available during FY 2011-12. The City anticipates receiving approximately \$236,300 in program income in FY 2011-12.

The following topics cover Santa Monica's specific regulations for HOME funded activities.

### **Affirmative Marketing**

Santa Monica has adopted the following affirmative fair housing marketing guidelines for use of HOME funds:

- No person shall on the grounds of race, color, national origin, religion, or sex be excluded from participating in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with HOME funds.
- The funded agency must establish an affirmative marketing and tenant selection plan for each project containing five or more units. The plan shall describe the marketing efforts and tenant selection procedures to attract eligible persons from all racial, ethnic, and gender groups in the housing market area to the available housing. The marketing and tenant selection plan shall be submitted with the loan application.

### **Resale Provisions**

The City does not use HOME funds for homeownership programs, and therefore resale provisions do not apply. The City uses local funding sources (TORCA, Inclusionary Housing Trust Fund) for ownership programs, and has adopted resale provisions under these programs.

### **Set-aside for Community Housing Development Organizations (CHDOs)**

The City has committed over 45% of its cumulative HOME allocation for investment in rental housing (new construction, acquisition and rehabilitation) developed by its CHDOs, exceeding the HOME program's requirement to reserve at least 15 percent of each year's HOME allocation for this purpose. The City also provides five percent of each year's allocation for operational costs to its CHDOs.

### **Matching Contribution**

The City provides annual non-federal and state matching contributions well in excess of the required 25 percent of the HOME funds draw for affordable housing. Match contributions are made from locally generated funds including housing trust funds, redevelopment set-aside funds.



## **On-Site Inspection Requirements**

The City of Santa Monica conducts on-site HOME property inspections regularly to ensure that HOME funded properties continue to meet or exceed applicable property standards. HOME units are required to be inspected by City staff according to the following schedule: 1-4 units every three years; 5-25 units every two years and 26 or more units annually. City staff visits a randomly selected group of units, completes an On-site HOME Property Inspection Report, and maintains the reports in the project files located in the Housing Division.

## **Refinancing Policy**

The City of Santa Monica, per the City Council adopted HOME Housing Trust Fund Guidelines, provides long-term 55 year residual receipt loans to non-profit organizations to build new or acquire and rehabilitate property for affordable housing. Financing costs are allowed per the trust fund guidelines provided the “financing costs (are) as described in 24 CFR 92.206”. Requests for HOME financing and refinancing are reviewed by Housing staff and presented to the Housing Loan Committee to ensure all HOME loans are in conformance with 24 CFR Part 92.

## **MONITORING**

The City currently uses various administrative mechanisms to track and monitor progress of HUD-funded projects and activities that are under its control and jurisdiction. The goal is to ensure that Consolidated Plan-related programs and activities are carried out in a timely manner in accordance with federal regulations and other statutory or regulatory requirements. The primary monitoring goals of the City are:

- Provide technical assistance to grant administrators and staff.
- Ensure activities are carried out in compliance with federal, state, and local requirements.
- Identify deficiencies and promote corrections in order to improve the City’s ability to adhere to the Consolidated Plan objectives and annual goals.

## **PROJECT SELECTION**

All Requests for Proposal (RFPs), loans, and contracts are reviewed carefully to ensure compliance with HUD and local requirements for program delivery, financial management, procurement, personnel matters, and other such requirements. Subrecipients are also required to enter into agreements that specify objectives, scope of work, applicable timelines and performance targets, budget, federal, state, and local regulatory requirements, and monitoring and reporting requirements.

## **PROGRAM/PROJECT MONITORING**

To ensure the accomplishments of the goals and objectives, the City is involved with administration and coordination of all City-funded programs and related activities. An inter-departmental team, which consists of project managers and relevant City staff, meets monthly to monitor the progress of CDBG- and HOME-funded projects. City staff in a number of departments and divisions, including Human Services, Housing and Economic Development, Engineering, and other key offices, provides technical assistance as needed to subrecipients.

# 2011 – 2012 ACTION PLAN



During project implementation, subrecipients are required to submit periodic progress reports detailing project progress toward objectives, problems and/or resolution to meeting goals, and quantitative participation data by ethnicity, income, and household status. Periodic reports and payment requests are reviewed for compliance with the project agreement, budget consistency, and documentation of expenditures. Subrecipients are advised of any procedural errors and/or ineligible activities, and provided with technical assistance as needed.

Upon project completion, project sponsors are required to submit completion reports identifying program/project accomplishments, including number of persons or households served, ethnicity, and income level.

Projects are subject to an on-site performance and financial audit review on a selective basis during project implementation or upon completion of a project. Priority for on-site performance and/or audit review is given to high-risk programs.

## ONGOING MONITORING OF HOUSING PROJECTS

Affordable housing development projects must submit annual compliance reports throughout the period of required affordability. These reports are designed to ensure continued compliance with federal regulations, affordability and use restrictions, and other requirements as specified in project loan documents. In addition, all HOME and CDBG-assisted projects will be subject to periodic on-site inspections to ensure continued compliance with federal housing quality standards.

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**APPENDIX A – FEDERAL, STATE AND  
LOCAL RESOURCES**

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# APPENDIX A



## FEDERAL, STATE, AND LOCAL RESOURCES

Santa Monica has access to a variety of federal, state, and local resources to achieve its housing and community development priorities. Specific funding resources will be utilized based on the opportunities and constraints of each particular project or program. The table below identifies the potential sources of funding available to carry out housing and community development activities in Santa Monica.

The City receives entitlement grants from the U.S. Department of Housing and Urban Development (HUD) through the HOME Investment Partnerships Program (HOME) and the Community Development Block Grant (CDBG) Program, and administers a variety of HUD-assisted programs including Housing Choice (Section 8) Vouchers, Family Self-Sufficiency, and Shelter Plus Care programs. In addition, the City provides funding to housing and community development activities through its own local resources. The table below identifies the CDBG and HOME funds available to Santa Monica for FY 2011-12.

The City will continue to support a wide range of housing and community development activities in FY 2011-12. To the extent possible, the City will seek to leverage funding from other public and private entities to strengthen programs and activities established in the Consolidated Plan and this Action Plan. Local funding sources, including redevelopment set-aside, housing trust funds, and private conventional loans will be used as the local match for the City's HOME program funds.

### PUBLIC AND PRIVATE RESOURCES AVAILABLE FOR HOUSING AND COMMUNITY DEVELOPMENT ACTIVITIES

Program Name	Description	Eligible Activities
<b>Federal Programs</b>		
Community Development Block Grant	Grants awarded to the City on a formula basis for housing and community development activities. The City will receive \$1,261,237 from the federal Community Development Block Grant (CDBG) program	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Rehabilitation</li> <li>• Home buyer assistance</li> <li>• Economic development</li> <li>• Homeless assistance</li> <li>• Public services</li> </ul>
HOME	Flexible grant program awarded to the City on a formula basis for housing activities. The City will receive \$704,439 in HOME Investment Partnerships Program (HOME) funds.	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Rehabilitation</li> <li>• Home buyer assistance</li> <li>• Rental assistance</li> </ul>
Section 8 Rental Assistance Program	Rental assistance payments to owners of private market rate units on behalf of very low-income tenants.	<ul style="list-style-type: none"> <li>• Rental assistance</li> </ul>
Shelter Plus Care Program	Vouchers for rental assistance that are offered with support services to homeless with disabilities. Rental assistance can be: <u>Section 8 Moderate Rehabilitation (SRO)</u> -project-based rental assistance administered by the local PHA with state or local government application.	<ul style="list-style-type: none"> <li>• Rental assistance</li> <li>• Homeless assistance</li> <li>• Support services</li> </ul>



# APPENDIX A

Program Name	Description	Eligible Activities
	<p><u>Sponsor-Based Rental Assistance</u> - provides assistance through an applicant to a private non-profit sponsor who wins or leases dwelling units in which participating residents reside.</p> <p><u>Tenant-Based Rental Assistance (TBRA)</u> - vouchers for rental assistance.</p> <p><u>Project-Based Rental Assistance</u> - grants to provide rental assistance through contracts between grant recipients and owners of buildings.</p>	
Section 108 Loan	<p>Provides loan guarantee to CDBG entitlement jurisdictions for pursuing large capital improvement or other projects. The jurisdictions must pledge it to future CDBG allocations for repayment of the loan.</p> <p>Maximum loan amount can be up to five times the entitlement jurisdiction's most recent approved annual allocation. Maximum loan term is 20 years.</p>	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Rehabilitation</li> <li>• Home buyer assistance</li> <li>• Economic development</li> <li>• Homeless assistance</li> <li>• Public services</li> </ul>
Supportive Housing Program (SHP)	Grants for development of supportive housing and support services to assist homeless persons in the transition from homelessness.	<ul style="list-style-type: none"> <li>• Transitional housing</li> <li>• Permanent housing for disabled</li> <li>• Supportive housing</li> <li>• Support services</li> <li>• Safe havens</li> </ul>
Homeless Prevention and Rapid Re-Housing Program (HPRP)	One-time grants to assist local households impacted by the economic downturn with case management and financial assistance for rent and utilities to prevent eviction and keep people in their apartments.	<ul style="list-style-type: none"> <li>• Rental assistance</li> <li>• Public services</li> </ul>
Serial Inebriate Program (SIP)	Outreach and intervention program to engage chronically homeless serial inebriates into housing and services. Provides permanent housing for residents willing to participate in treatment, and works to reduce the number of contacts these individuals have with local emergency services.	<ul style="list-style-type: none"> <li>• Housing</li> <li>• Homeless assistance</li> </ul>
<b>State Programs</b>		
School Facilities Program	A down payment assistance program using school facility fees collected from developers. Low-income buyers of affordable housing are eligible to receive down payment assistance from the State.	<ul style="list-style-type: none"> <li>• Down payment assistance</li> </ul>

# APPENDIX A



Program Name	Description	Eligible Activities
Multifamily Housing Programs (MHP)	Tax-exempt bonds (Proposition 46) provide below-market interest rate financing to builders and developers of multiple-family and elderly rental housing. For public entities, for-profit, and non-profit agencies.	<ul style="list-style-type: none"> <li>• New construction, rehabilitation, and preservation of permanent and transitional rental housing for low-income households</li> </ul>
California Housing Finance Agency (CalHFA)	CalHFA sells tax-exempt bonds (Proposition 46) to make below market loans to first time homebuyers. Program operates through participating lenders who originate loans for CalHFA purchase.	<ul style="list-style-type: none"> <li>• First-time home buyer assistance</li> <li>• Multi-family new construction and preservation loans</li> <li>• Mortgage insurance</li> </ul>
Low-Income Housing Tax Credits (LIHTC)	Federal and State tax credits enable developers to raise equity through the sale of tax benefits to large investors for the construction of affordable rental housing.	<ul style="list-style-type: none"> <li>• New construction</li> <li>• Acquisition and rehabilitation of eligible projects</li> </ul>
<b>Local Programs</b>		
Tenant Ownership Rights Charter Amendment (TORCA) Shared Appreciation Loan Program	TORCA tax revenues shall be used for homeownership and for the development of low/mod income rental housing.	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Rehabilitation</li> <li>• New construction</li> <li>• Home ownership loans</li> </ul>
Santa Monica Redevelopment Agency	20% of Agency funds are set aside for affordable housing activities governed by state law.	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Rehabilitation</li> <li>• New construction</li> </ul>
Affordable Housing Program (AHPP)	Developers of market-rate housing may satisfy their AHPP requirement by providing on-site or off-site units at below market rents to low-income households or deeding land to City or payment of an affordable housing fee.	<ul style="list-style-type: none"> <li>• New construction</li> </ul>
Development Agreements	City receives revenues for affordable housing as part of negotiated development agreements.	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Rehabilitation</li> <li>• New construction</li> <li>• Child care services</li> </ul>
Office Mitigation	Local program requiring developers of commercial office space to either provide low-income housing or pay an in-lieu fee.	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Rehabilitation</li> <li>• New construction</li> </ul>



# APPENDIX A

Program Name	Description	Eligible Activities
General Fund	The City's General Fund is funded by a number of taxes, and can be used to support activities that meet the City's goals.	<ul style="list-style-type: none"> <li>• Social service delivery</li> <li>• Emergency housing assistance</li> </ul>
County Proposition A Funds	Approved by Los Angeles County voters in 1980. It increased the sales tax by 0.5 cents for purchases within the County. The Prop A monies are used to fund public transit within the County.	<ul style="list-style-type: none"> <li>• Public transit</li> </ul>
<b>Private Resources/Financing Programs</b>		
Federal National Mortgage Association (Fannie Mae)	<p>Loan applicants apply to participating lenders for the following programs:</p> <p>Fixed rate mortgages issued by private mortgage insurers.</p> <p>Mortgages, which fund the purchase and rehabilitation of a home.</p> <p>Low down-payment mortgages for Single-Family Homes in underserved low-income and minority communities.</p>	<ul style="list-style-type: none"> <li>• Home buyer assistance</li> <li>• Rehabilitation</li> </ul>
Federal Home Loan Bank Affordable Housing Program (AHP)	Direct subsidies to non-profit and for-profit developers and public agencies for affordable low income ownership and rental projects.	<ul style="list-style-type: none"> <li>• New construction</li> </ul>
Freddie Mac	<p>Home Works - Provides 1<sup>st</sup> and 2<sup>nd</sup> mortgages that include rehabilitation loan. City provides gap financing for rehabilitation component.</p> <p>Households earning up to 80% MFI qualify.</p>	<ul style="list-style-type: none"> <li>• Home buyer assistance combined with rehabilitation</li> </ul>
Lease Purchase Program	The City could participate in a Joint Powers Authority that issues tax-exempt bonds. Bonds enable City to purchase homes for households earning up to 140% MFI. JPA pays 3% down and closing costs. Lease purchasers make monthly payments equivalent to mortgage payments with the option to buy after three years.	<ul style="list-style-type: none"> <li>• Home buyer assistance</li> </ul>

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## **APPENDIX B – PUBLIC PARTICIPATION**

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# APPENDIX B



## **PUBLIC PARTICIPATION**

Copies of the public hearing notices are available at the City's Community and Cultural Services Department, Human Services Division. The City did not receive any comments during the public comment period.





**APPENDIX C – PROPOSED PROJECTS**



**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** AH-1.2

**Project Title** Tenant-Based Rental Assistance

**Description** The Santa Monica Housing Authority administers the Section 8 Housing Voucher program for the City. The City uses HOME funds for tenant based rental assistance for Section 8 tenants, helping to sustain tenants with supplemental funding from the City when their rent increases above Section 8 allowable costs.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Citywide

Objective Number AH-1.2	Project ID 11-01
HUD Matrix Code 05S	HOME Citation 92.209
Type of Recipient City	HOME National Objective LMH
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator Households assisted	Annual Units 25
Local ID 11-01	Units Upon Completion 25

**Funding Sources:**

CDBG	_____
ESG	_____
HOME	_____ \$455,000
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
Total	_____ \$455,000

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** AH-2.3

**Project Title** Residential Repair Program

**Description** The City provides financial assistance for a variety of repairs through two programs: (1) the Multi-Family Rental Rehabilitation Program for owners of multi-family rental properties occupied by low-income tenants; and (2) the Owner-Occupied Rehabilitation Program for low-income owners. Eligible repairs include such items as health and safety code violations, testing and remediation of environmental hazards such as lead-based paint, unsafe or inoperable electrical wiring or fixtures, unsanitary plumbing fixtures, leaking roofs, peeling interior/exterior paint, accessibility improvements such as ramps, and other general repairs.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Citywide

Objective Number AH-2.3	Project ID 11-02
HUD Matrix Code 14B	CDBG Citation 570.202
Type of Recipient City	CDBG National Objective LMH
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator Units Rehabilitated	Annual Units 30
Local ID 11-02	Units Upon Completion 30

**Funding Sources:**

CDBG	\$300,000
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
<b>Total</b>	<b>\$300,000</b>

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** SP-1.1

**Project Title** Citywide Affordable Housing Trust Fund

**Description** The funds will be used to acquire and rehabilitate properties to support the creation of affordable housing for special needs households.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Citywide

Objective Number SP-1.1	Project ID 11-03
HUD Matrix Code 01, 14B	HOME Citation 570.201(a), 570.202
Type of Recipient City	HOME National Objective LMH
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator Households assisted	Annual Units 20
Local ID 11-03	Units Upon Completion 20

**Funding Sources:**

CDBG	
ESG	
HOME	\$122,463
HOPWA	
Total Formula	
Prior Year Funds (HOME)	\$470,221
Assisted Housing	
PHA	
Other Funding (Program Income)	\$236,294
Total	\$828,978

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** SP-3.1

**Project Title** Home Access Program

**Description** The Home Access Program is funded with CDBG funds. The program provides services (occupational therapy evaluations, installation and minor structural modifications) and equipment ("assistive technology" like handrails, ramps and doorbells that flash instead of ringing) to low-income renters in Santa Monica who have a disability and need home modifications to allow them to stay in their rented homes. The program increases the stock of accessible housing in Santa Monica through the provision of modifications for people with disabilities.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Citywide

Objective Number SP-3.1	Project ID 11-04
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient City	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator Persons assisted	Annual Units 30
Local ID 11-04	Units Upon Completion 30

**Funding Sources:**

CDBG	\$35,750
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
<b>Total</b>	<b>\$35,750</b>

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** H-1.2

**Project Title** CHP and HCC Assertive Case Management

**Description** The City will provide case management services to at-risk, very-low income Shelter Plus Care and Section 8 Self Sufficiency clients. This program will improve the decent housing opportunities available to low income Santa Monica residents by providing assistance to homeless persons and assisting them in obtaining affordable housing. Provide assertive outreach and intensive case management to chronically homeless persons in the CHP Assertive Case Management and Homeless Community Court Programs.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Citywide

Objective Number H-1.2	Project ID 11-05
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient City	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator Persons assisted	Annual Units 50
Local ID 11-05	Units Upon Completion 50

**Funding Sources:**

CDBG	\$112,827
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
<b>Total</b>	<b>\$112,827</b>

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** H-1.2

**Project Title** Family Self Sufficiency Program

**Description** The City will provide case management services to at-risk, very-low income Shelter Plus Care and Section 8 Self Sufficiency clients. This program will improve the decent housing opportunities available to low-income Santa Monica residents by providing assistance to persons at risk of becoming homeless and assisting them in obtaining affordable housing. This program assists families participating in the Housing Choice Voucher program in achieving economic independence and securing a living wage within five years.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Citywide

Objective Number H-1.2	Project ID 11-06
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient City	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator Persons assisted	Annual Units 130
Local ID 11-06	Units Upon Completion 130

**Funding Sources:**

CDBG	\$62,609
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
<b>Total</b>	<b>\$62,609</b>

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** H-1.2

**Project Title** Shelter Plus Care Program

**Description** The City will provide case management services to at-risk, very-low income Shelter Plus Care and Section 8 Self Sufficiency clients. This program will improve the decent housing opportunities available to low income Santa Monica residents by providing assistance to persons at risk of becoming homeless and assisting them in obtaining affordable housing. This program assists homeless persons with disabilities to obtain and maintain housing through the provision of comprehensive case management services and rental assistance.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Citywide

Objective Number H-1.2	Project ID 11-07
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient City	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator Persons assisted	Annual Units 10
Local ID 11-07	Units Upon Completion 10

**Funding Sources:**

CDBG	\$3,402
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
<b>Total</b>	<b>\$3,402</b>

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** H-1.2

**Project Title** Sanctuary

**Description** The City will provide case management services to at-risk, very-low income Shelter Plus Care and Section 8 Self Sufficiency clients. This program will improve the decent housing opportunities available to low income Santa Monica residents by providing assistance to persons at risk of becoming homeless and assisting them in obtaining affordable housing. This program provides case management, vocational training, benefits assistance, permanent housing retention, and other services to formerly homeless persons with mental illness.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Citywide

Objective Number H-1.2	Project ID 11-08
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient City	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator Persons assisted	Annual Units 50
Local ID 11-08	Units Upon Completion 50

**Funding Sources:**

CDBG	\$23,394
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
<b>Total</b>	<b>\$23,394</b>

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** CD-10.1, CD-12.2

**Project Title** Universally Accessible Playground

**Description** Plan and initiate design of a universally accessible playground at South Beach Park to go beyond ADA requirements to maximize the inclusion of children with various types of disabilities.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

South Beach Park

Objective Number CD-10.1, CD-12.2	Project ID 11-09
HUD Matrix Code 03	CDBG Citation 570.201(c)
Type of Recipient City	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator Facility project completed	Annual Units 1
Local ID 11-09	Units Upon Completion 1

**Funding Sources:**

CDBG	\$500,000
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
Total	\$500,000

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** CD-1.1, CD-4.1, CD-6.1

**Project Title** Facility Improvement to Ken Edwards Center Community Facility

**Description** The City will fund the Ken Edwards Senior Center facility improvement to upgrade and improve the existing community facility to meet the needs of the community, especially persons of low and moderate income and those with special needs.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**  
Ken Edwards Center –Senior Community Services

Objective Number CD-10.1	Project ID 11-10
HUD Matrix Code 03	CDBG Citation 570.201(c)
Type of Recipient City	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator Public facility upgraded	Annual Units 1
Local ID 11-10	Units Upon Completion 1

**Funding Sources:**

CDBG	\$40,608
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds (CDBG)	\$85,618
Assisted Housing	
PHA	
Other Funding	
Total	\$126,226

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** PA-1.1

**Project Title** CDBG Program Administration

**Description** Administer the CDBG program in compliance with federal regulations and local policies

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Citywide

Objective Number PA-1.1	Project ID 11-11
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient City	CDBG National Objective n/a
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator n/a	Annual Units n/a
Local ID 11-11	Units Upon Completion n/a

**Funding Sources:**

CDBG	\$269,647
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
Total	\$269,647

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** PA-1.1

**Project Title** HOME Program Administration

**Description** Administer the HOME program in compliance with federal regulations and local policies.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Citywide

Objective Number PA-1.1	Project ID 11-12
HUD Matrix Code 21A	HOME Citation 92.207
Type of Recipient City	HOME National Objective n/a
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator n/a	Annual Units n/a
Local ID 11-12	Units Upon Completion n/a

**Funding Sources:**

CDBG	_____
ESG	_____
HOME	_____ \$94,076
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
Total	_____ \$94,076

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Santa Monica

**Priority Need** AH-1.1

**Project Title** CHDO Operational Costs

**Description** Funding sustains operational capacity of a local developer of affordable housing for low- and moderate-income households in Santa Monica. The developer constructs new buildings and acquires and rehabilitates existing buildings as well as managing and maintaining the buildings under ownership.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Citywide

Objective Number AH-1.1	Project ID 11-13
HUD Matrix Code 21I	HOME Citation 92.208
Type of Recipient City	HOME National Objective LMH
Start Date (mm/dd/yyyy) 07/01/2011	Completion Date (mm/dd/yyyy) 06/30/2012
Performance Indicator Households served	Annual Units 1,450
Local ID 11-13	Units Upon Completion 1,450

**Funding Sources:**

CDBG	_____
ESG	_____
HOME	_____ \$32,900
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
Total	_____ \$32,900

The primary purpose of the project is to help:  The Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

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## **APPENDIX D – HUD TABLES**

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# APPENDIX D



## Homeless

**Table H-1** (HUD Table 1A) reports data collected from the Los Angeles Homeless Services Authority (LAHSA) 2008 Continuum of Care Report. The data reflects current inventories, populations, and unmet needs for Los Angeles County as a whole. There were 14,172 beds available for individual homeless persons. There were 7,420 family beds and 2,234 family units, which provide shelter for 9,624 homeless families. As presented in

Data for Part 1 and Part 2 of **Table H-1** comes from 2007 point-in-time homeless counts for all communities in Los Angeles County. According to the Continuum of Care Report, there are 6,238 homeless families (909 sheltered and 5,329 unsheltered) with children. Of the 68,608 homeless persons identified, roughly 76 percent (51,965 persons) are single individuals without children and 24 percent (16,643 persons) are in families with children.

The largest subgroup of homeless persons in the county are those with chronic substance abuse problems (24,740). The second largest subgroup are those with serious mental illness (24,504), followed by chronically homeless persons (22,376). As shown in Part 2 of **Table H-1**, the majority of subgroup populations are unsheltered.



# APPENDIX D

**TABLE H-1  
HOMELESS POPULATIONS, LOS ANGELES COUNTY (HUD 1A)**

Continuum of Care: Housing Gap Analysis Chart					
		Current Inventory	Under Development	Unmet Need/ Gap	
Individuals					
Beds	Emergency Shelter	3,436	n/a	n/a	
	Transitional Housing	5,580	n/a	n/a	
	Permanent Supportive Housing	5,156	n/a	n/a	
	<b>Total</b>	<b>14,172</b>	<b>n/a</b>	<b>n/a</b>	
Persons in Families With Children					
Beds	Emergency Shelter	1,359	n/a	n/a	
	Transitional Housing	4,442	n/a	n/a	
	Permanent Supportive Housing	3,853	n/a	n/a	
	<b>Total</b>	<b>9,654</b>	<b>n/a</b>	<b>n/a</b>	
Continuum of Care: Homeless Population and Subpopulations					
Part 1: Homeless Population	Sheltered			Unsheltered	Total
	Emergency	Transitional	Total		
Number of Families with Children (Family Households):	297	612	909	5,329	6,238
1. Number of Persons in Families with Children	1,033	1,992	3,025	13,618	16,643
2. Number of Single Individuals and Persons in Households without children	4,492	3,925	8,417	43,548	51,965
<b>Total Persons (Add Lines 1 &amp; 2)</b>	<b>5,525</b>	<b>5,917</b>	<b>11,442</b>	<b>57,166</b>	<b>68,608</b>
Part 2: Homeless Subpopulations					
a. Chronically Homeless	1,604			20,772	22,376
b. Seriously Mentally Ill	4,382			20,122	24,504
c. Chronic Substance Abuse	2,567			22,173	24,740
d. Veterans	1,712			6,741	8,453
e. Persons with HIV/AIDS	263			972	1,235
f. Victims of Domestic Violence	1,190			6,002	7,192
g. Unaccompanied Youth (Under 18)	218			1,070	1,288

Source: 2008 Continuum of Care Report: Point-in-Time Homeless Population and Subpopulation; HUD's 2008 Continuum of Care HAP Homeless Inventory Chart Report

# APPENDIX D



**TABLE H-2  
PRIORITIES FOR SPECIAL NEEDS POPULATION (HUD 1B)\***

Special Need Subpopulation	Priority	Unmet Need	Annual Amount	Multi-Year Goals	Annual Goals
Elderly	High	2,908	\$10,000	50	10
Frail Elderly	High	1,454	\$5,000	25	5
Persons with Alcohol/Other Drug Abuse	Medium	200	***		
Victims of Domestic Violence	Medium	185	***		
Homeless/At Risk	High	742	\$1,090,000	3,200	640
Physically/Developmentally Disabled**	High	1,270	\$600,000	1,250	250
Severe Mental Illness	High	1,843	***		
Female-Headed Households	Low	598	-	-	-
Persons with HIV/AIDS	Low	250	-	-	-

\*The City provides over \$7 million dollars in City funding (non-CDBG and HOME funds) for special needs programs.

\*\* Includes Street and beach restroom improvements.

\*\*\* Activities serving these populations are funded by non-CDBG and HOME funds.



# APPENDIX D

**TABLE H-3  
PRIORITY HOUSING NEEDS/INVESTMENT PLAN (HUD 2A/3B)**

	Priority Need	5-Yr. Goal Planned	Yr. 1 Goal Planned	Yr. 2 Goal Planned	Yr. 3 Goal Planned	Yr. 4 Goal Planned	Yr. 5 Goal Planned
<b>Renters</b>							
0%–30% of MFI	High	129	26	26	27	25	25
31%– 50% of MFI	High	165	33	33	33	33	33
51%–80% of MFI	Medium	56	11	11	11	11	12
<b>Owners</b>							
0 %–30% of MFI	Medium	10	2	2	2	2	2
31%–50% of MFI	High	10	2	2	2	2	2
51%–80% of MFI	Medium	40	8	8	8	8	8
<b>Homeless</b>							
Individuals	High	1,600	320	320	320	320	320
Families	High	1,600	320	320	320	320	320
<b>Non-Homeless Special Needs</b>							
Elderly	High	50	10	10	10	10	10
Frail Elderly	High	25	5	5	5	5	5
Severe Mental Illness	Low	0	0	0	0	0	0
Physical/Developmental Disability	High	125	25	25	25	25	25
Alcohol or Drug Addiction	Medium	0	0	0	0	0	0
HIV/AIDS	Low	0	0	0	0	0	0
Victims of Domestic Violence	Medium	0	0	0	0	0	0
<b>Renter</b>	<b>350</b>	<b>70</b>	<b>70</b>	<b>70</b>	<b>70</b>	<b>70</b>	<b>70</b>
<b>Owner</b>	<b>60</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>

# APPENDIX D



**TABLE H-4  
PRIORITY COMMUNITY DEVELOPMENT NEEDS AND GOALS (HUD 2B)\***

Activity	Priority	Unmet Priority Need	Dollars to Address Unmet Priority Need	Annual Goals	Multi-Year Goals
<b>Public Facility Needs (projects)</b>					
Senior Center	Medium	1	\$20,000	1	1
Handicapped Center	Medium	1	\$10,000	1	1
Homeless Facilities	Medium	1		0	0
Youth Centers	Medium	1	\$25,000	1	1
Child Care Center	Medium	1	\$15,000	1	1
Health Facilities	Medium	2	\$35,000	1	1
Parks and/or Recreation Facilities	High	5	\$700,00	6	6
Parking Facilities	Low	-	-	-	-
Non-Residential Historic Preservation	Medium	1	\$20,000	1	1
Other Public Facility Needs	High	1	\$45,000	1	1
<b>Public Improvements (projects)</b>					
Water/Sewer Improvements	Medium	2	\$41,500	1	2
Street Improvements	High	5	\$83,000	1	3
Sidewalks	High	5	\$83,000	1	5
Solid Waste Disposal Improvements	Low	-	-	-	-
Flood Drain Improvements	Low	-	-	-	-
Other Infrastructure Needs	Medium	1	\$41,500	1	2
<b>Public Services (persons)</b>					
Senior Services	High	3,000	\$15,000	1	5
Handicapped Services	High	2,000	\$20,000	1	5
Youth Services	High	2,700	*	-	-
Child Care Services	High	1,500	*	-	-
Transportation Services	Medium	3,000	\$20,000	1	5
Substance Abuse Services	Medium	200	\$10,000	1	5
Employment Training	Medium	150	\$25,000	2	10
Health Services	Medium	1,200	\$25,000	2	10
Lead Hazard Screening	High	500	\$30,000	5	25
Crime Awareness	Medium	1,000	\$20,000	1	1



# APPENDIX D

Activity	Priority	Unmet Priority Need	Dollars to Address Unmet Priority Need	Annual Goals	Multi-Year Goals
Other Public Service Needs	Medium	2,000	\$20,000	1	1
Fair Housing Services	High	1	\$10,000	1	5
<b>Economic Development (projects)</b>					
ED Assistance to For-Profits (businesses)	Low	-	-	-	-
ED Technical Assistance (businesses)	Low	-	-	-	-
Micro-Enterprise Assistance (businesses)	Low	-	-	-	-
Rehab; Publicly or Privately Owned Commercial/Industrial (projects)	Low	-	-	-	-
Commercial/Industrial Infrastructure Development (projects)	Low	-	-	-	-
Other Commercial/Industrial Improvements (projects)	Low	-	-	-	-
<b>Planning</b>					
Planning	High	1	\$1,500,000	1	5
<b>Total Estimated Dollars Needed</b>			<b>\$2,789,000</b>		

*\*The City provides over \$7 million dollars in City funding (non CDBG and HOME funds) for special needs programs. Activities noted as high and medium priorities are likely to receive additional dollars from this funding source.*

# APPENDIX D



**TABLE H-5  
SUMMARY OF SPECIFIC OBJECTIVES (HUD 1C/ 2C/3A)**

Specific Objective #	Specific Objective		Measurable Units	
Program or activity description	Source of funds	\$	2009	
			2010	
			2011	
	Performance indicators		2012	
			2013	
			Total	
	<b>Availability/Accessibility of Decent Housing (DH-1)</b>			
<b>DH-1.1</b>				
<b>Construction and Development of New Affordable Housing</b>	Construct new affordable rental units.		New Units to be Built	
	CDBG	HOME	2010	10
			2011	10
			2012	10
	50 new affordable rentals.		2013	10
			2014	10
			<b>Total</b>	<b>50</b>
<b>Affordability of Decent Housing (DH-2)</b>				
<b>DH-2.1</b>				
<b>Tenant Based Rental Assistance Program</b>	Use HOME funds for tenant based rental assistance.		LMI Households Assisted	
	HOME		2010	25
			2011	25
			2012	25
	Affordable monthly housing costs for rents.		2013	25
			2014	25
			<b>Total</b>	<b>125</b>
<b>Sustainability of Decent Housing (DH-3)</b>				
<b>DH-3.1</b>				
<b>Mobile Home Improvement Program</b>	The City will purchase and install exceptionally designed sustainable mobile home units at Mountain View Mobile Home Park.		Housing units	



# APPENDIX D

	CDBG	HOME	<b>2010</b>	5
			<b>2011</b>	25
			<b>2012</b>	25
	100 units rehabilitated.		<b>2013</b>	25
	160 households assisted.		<b>2014</b>	20
			<b>Total</b>	100
<b>Sustainability of Decent Housing (DH-3)</b>				
<b>DH-3.1</b>				
<b>Acquisition and Rehabilitation</b>	Acquisition and rehabilitation of existing housing for the purposed of providing affordable housing.		Number of Unit.	
	CDBG	HOME	<b>2010</b>	1
			<b>2011</b>	2
			<b>2012</b>	1
	Maintain the quality of affordable housing for 55 years.		<b>2013</b>	2
			<b>2014</b>	2
			<b>Total</b>	8
<b>Sustainability of Decent Housing (DH-4)</b>				
<b>SL-3.2</b>				
<b>Residential Repair Program</b>	Provide rehabilitation assistance to low- and moderate-income households.		Households Assisted	
	CDBG		<b>2010</b>	20
			<b>2011</b>	20
			<b>2012</b>	20
	Significant improvements to their living conditions.		<b>2013</b>	20
			<b>2014</b>	20
		<b>Total</b>	100	
<b>Availability/Accessibility of Suitable Living Environment (SL-2)</b>				
<b>SL-3.3</b>				
<b>Emergency Services to Persons At-Risk of Homelessness</b>	Support case management services for 190 at-risk persons per year.		Persons Assisted	
	CDBG		<b>2010</b>	190
			<b>2011</b>	190
			<b>2012</b>	190
	Obtain and remain in permanent housing.		<b>2013</b>	190
	Increase skills and incomes.		<b>2014</b>	190
		<b>Total</b>	950	

# APPENDIX D



<b>Availability/Accessibility of Suitable Living Environment (SL-3)</b>				
<b>SL-3.2</b>				
<b>Home Program Access</b>	Provide home modification assistance to persons with disabilities.		Households Assisted	
	CDBG		<b>2010</b>	30
			<b>2011</b>	30
			<b>2012</b>	30
	Accessibility improvements.		<b>2013</b>	30
			<b>2014</b>	30
			<b>Total</b>	150
<b>Availability/Accessibility of Decent Housing (DH-1)</b>				
<b>DH-1.2</b>				
<b>Supportive and Special Needs Housing Production</b>	Provide home modification assistance to persons with disabilities.		Households Assisted	
	CDBG		<b>2010</b>	10
			<b>2011</b>	10
			<b>2012</b>	10
	New unit affordable housing units for special needs households.		<b>2013</b>	10
			<b>2014</b>	10
			<b>Total</b>	50
<b>Accessibility/Suitable Living Environment (SL-4)</b>				
<b>DH-1.2</b>				
<b>Beach Restroom Accessibility Improvements</b>	Provide accessibility improvements to public restrooms near beach areas.		Projects Completed.	
	CDBG		<b>2010</b>	8
			<b>2011</b>	0
			<b>2012</b>	0
	Accessibility for persons with disabilities.		<b>2013</b>	0
			<b>2014</b>	0
			<b>Total</b>	8
<b>Accessibility/Suitable Living Environment</b>				
<b>DH-1.2</b>				
<b>Light Rail Integration</b>	Accommodate light rail stations and the maintenance in the neighborhoods.		Projects Completed.	



## APPENDIX D

	CDBG		<b>2010</b>	TBD
			<b>2011</b>	TBD
			<b>2012</b>	TBD
	More transportation options for low-income households.		<b>2013</b>	TBD
			<b>2014</b>	TBD
			<b>Total</b>	TBD



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## **APPENDIX E – CERTIFICATIONS**

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**APPLICATION FOR  
FEDERAL ASSISTANCE**

OMB Approved No. 3076-0006

Version 7/03

<b>1. TYPE OF SUBMISSION:</b> Application		<b>2. DATE SUBMITTED</b> August 1, 2011	<b>Applicant Identifier</b> B-11-MC-06-0529	
<input type="checkbox"/> Construction	<input type="checkbox"/> Construction	<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier	
<input checked="" type="checkbox"/> Non-Construction	<input type="checkbox"/> Non-Construction	<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier	
<b>5. APPLICANT INFORMATION</b>				
<b>Legal Name:</b> City of Santa Monica		<b>Organizational Unit:</b> Department: Community & Cultural Services Department		
<b>Organizational DUNS:</b> 074152596		Division: Human Services Division		
<b>Address:</b> Street: 1685 Main Street, #212		<b>Name and telephone number of person to be contacted on matters involving this application (give area code)</b>		
City: Santa Monica		Prefix:	First Name: Julie	
County: Los Angeles		Middle Name:		
State: CA		Last Name: Rusk		
Zip Code: 90401	Suffix:			
Country: United States of America		Email: julie.rusk@smgov.net		
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> 95-6000790		Phone Number (give area code) (310) 458-8701	Fax Number (give area code) (310) 458-3380	
<b>8. TYPE OF APPLICATION:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		<b>7. TYPE OF APPLICANT:</b> (See back of form for Application Types) Municipal Other (specify)		
<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:</b> TITLE (Name of Program): Community Development Grant (CDBG) Program 14-218		<b>9. NAME OF FEDERAL AGENCY:</b> U.S. Department of Housing and Urban Development		
<b>12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):</b> City of Santa Monica		<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> Community Development Block Grant (CDBG)		
<b>13. PROPOSED PROJECT</b> Start Date: July 1, 2011		<b>14. CONGRESSIONAL DISTRICTS OF:</b> a. Applicant 30th		
Ending Date: June 30, 2012		b. Project 30th		
<b>15. ESTIMATED FUNDING:</b>		<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>		
a. Federal	\$ 1,261,237 <sup>00</sup>	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON		
b. Applicant	\$ <sup>00</sup>	DATE:		
c. State	\$ <sup>00</sup>	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372		
d. Local	\$ <sup>00</sup>	<input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$ <sup>00</sup>	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>		
f. Program Income	\$ 87,000 <sup>00</sup>	<input type="checkbox"/> Yes if "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
g. TOTAL	\$ 1,348,237 <sup>00</sup>			
<b>18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.</b>				
<b>a. Authorized Representative</b>				
Prefix	First Name Rod	Middle Name		
Last Name Gould	Suffix			
b. Title City Manager	c. Telephone Number (give area code) (310) 458-8301			
d. Signature of Authorized Representative	e. Date Signed		8.9.11	

**APPLICATION FOR  
FEDERAL ASSISTANCE**

OMB Approved No. 3076-0006

Version 7/03

<b>1. TYPE OF SUBMISSION:</b> Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		<b>2. DATE SUBMITTED</b> August 1, 2011	<b>Applicant Identifier</b> M-11-MC-06-0537
Pre-application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		<b>3. DATE RECEIVED BY STATE</b>	<b>State Application Identifier</b>
		<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	<b>Federal Identifier</b>

**5. APPLICANT INFORMATION**

<b>Legal Name:</b> City of Santa Monica		<b>Organizational Unit:</b> Department: Housing and Economic Development Department	
<b>Organizational DUNS:</b> 074152596		Division: Housing and Redevelopment Division	
<b>Address:</b> Street: 1685 Main Street, #212		<b>Name and telephone number of person to be contacted on matters involving this application (give area code)</b>	
City: Santa Monica		Prefix:	First Name: Barbara
County: Los Angeles		Middle Name	
State: CA	Zip Code 90401	Last Name Collins	
Country: United States of America		Suffix:	
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> 95-6000790		Email: barbara.collins@smgov.net	
<b>8. TYPE OF APPLICATION:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		Phone Number (give area code) (310) 458-8702	
		Fax Number (give area code) (310) 998-3298	

<b>7. TYPE OF APPLICANT:</b> (See back of form for Application Types) Municipal Other (specify)	
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<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:</b> 14-239 TITLE (Name of Program): HOME Program		<b>9. NAME OF FEDERAL AGENCY:</b> U.S. Department of Housing and Urban Development	
<b>12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):</b> City of Santa Monica		<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> HOME Program	

<b>13. PROPOSED PROJECT</b> Start Date: July 1, 2011		Ending Date: June 30, 2012	
<b>15. ESTIMATED FUNDING:</b>		<b>14. CONGRESSIONAL DISTRICTS OF:</b>	
a. Federal	\$ 704,439.00	a. Applicant	30th
b. Applicant	\$ .00	b. Project	30th
c. State	\$ .00	<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>	
d. Local	\$ .00	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON	
e. Other	\$ .00	DATE:	
f. Program Income	\$ .00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
g. TOTAL	\$ 704,439.00	<input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	

<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b> <input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
--	--

**18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.**

<b>a. Authorized Representative</b>		
Prefix	First Name Rod	Middle Name
Last Name Gould		Suffix
b. Title City Manager		c. Telephone Number (give area code) (310) 458-8301
d. Signature of Authorized Representative		e. Date Signed 8.9.11

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Prescribed by OMB Circular A-102



# Non-State Grantee Certifications

**Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.**

- This certification does not apply.  
 This certification is applicable.

## NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

<hr/> Signature/Authorized Official	<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div> Date
<div style="border: 1px solid black; padding: 2px;">Rod Gould</div>	Name
<div style="border: 1px solid black; padding: 2px;">City Manager</div>	Title
<div style="border: 1px solid black; padding: 2px;">1685 Main St</div>	Address
<div style="border: 1px solid black; padding: 2px;">Santa Monica, CA 90401</div>	City/State/Zip
<div style="border: 1px solid black; padding: 2px;">(310) 458-8411</div>	Telephone Number

- |  |
|--|
| <input type="checkbox"/> <b>This certification does not apply.</b>           |
| <input checked="" type="checkbox"/> <b>This certification is applicable.</b> |

### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2011, 2\_\_\_\_, 2\_\_\_\_, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws** -- It will comply with applicable laws.

\_\_\_\_\_  
Signature/Authorized Official

Date

<input type="text" value="Rod Gould"/>	Name
<input type="text" value="City Manager"/>	Title
<input type="text" value="1685 Main St"/>	Address
<input type="text" value="Santa Monica, CA 90401"/>	City/State/Zip
<input type="text" value="(310) 458-8411"/>	Telephone Number

<input checked="" type="checkbox"/> <b>This certification does not apply.</b> <input type="checkbox"/> <b>This certification is applicable.</b>
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**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

<hr/>	<input type="text"/>
Signature/Authorized Official	Date

<input type="text"/>	Name
<input type="text"/>	Title
<input type="text"/>	Address
<input type="text"/>	City/State/Zip
<input type="text"/>	Telephone Number

- This certification does not apply.
- This certification is applicable.

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

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Signature/Authorized Official	Date

Rod Gould	Name
City Manager	Title
1685 Main St	Address
Santa Monica, CA 90401	City/State/Zip
(310) 458-8411	Telephone Number

<input checked="" type="checkbox"/> <b>This certification does not apply.</b> <input type="checkbox"/> <b>This certification is applicable.</b>
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### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

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Signature/Authorized Official	Date

<input type="text"/>	Name
<input type="text"/>	Title
<input type="text"/>	Address
<input type="text"/>	City/State/Zip
<input type="text"/>	Telephone Number

- This certification does not apply.**  
 **This certification is applicable.**

### ESG Certifications

I, \_\_\_\_\_, Chief Executive Officer of \_\_\_\_\_, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

\_\_\_\_\_   
Signature/Authorized Official Date

<input type="text"/>	Name
<input type="text"/>	Title
<input type="text"/>	Address
<input type="text"/>	City/State/Zip
<input type="text"/>	Telephone Number

<input type="checkbox"/> <b>This certification does not apply.</b> <input checked="" type="checkbox"/> <b>This certification is applicable.</b>
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**APPENDIX TO CERTIFICATIONS**

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

**Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**Drug-Free Workplace Certification**

- By signing and/or submitting this application or grant agreement, the grantee is providing the certification.  
 The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.  
 Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.  
 Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).  
 If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
- The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
City of Santa Monica, CA	1685 Main St	Santa Monica	Los Angeles	CA	90401
City of Santa Monica, CA	1901 Main Street	Santa Monica	Los Angeles	CA	90401

Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

1. All "direct charge" employees;
  2. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- a. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

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Signature/Authorized Official

Date

Rod Gould

Name

City Manager

Title

1685 Main St

Address

Santa Monica, CA 90401

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Telephone Number