

MEMORANDUM



DATE: MARCH 26, 2024

TO: COMMUNITY PLANNING AND DEVELOPMENT (CPD)
GRANTS SUBCOMMITTEE

FROM: SCOTT WEBB *SW*
CITY PLANNER

SUBJECT: UPDATED STAFF RECOMMENDATIONS AND FUNDING APPLICATIONS TABLE FOR UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) - OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT (CPD) FY 2024-2025 ANNUAL ACTION PLAN

AGENDA ITEM NO. 2

Staff Recommendation:

That the CPD Grants Subcommittee review all applications received for FY 2024-2025 HUD funding, including Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds and make the following recommendations to the City Council:

- A. Recommend the allocation of CDBG/HOME funds as proposed in the attached revised 2024-2025 Community Planning and Development Grant Applications table;
- B. Recommend the continued inclusion of operating restrictions for food distributors/providers, as discussed herein, be incorporated within the associated subrecipient contracts;
- C. Recommend the proposed funding Contingency Measures outlined herein within the 2024-2025 Annual Action Plan;
- D. Recommend the reallocation of available Community Development Block Grant (CDBG) funds as proposed in the attached revised 2024-2025 Community Planning and Development Grant Applications table; and
- E. Recommend the reallocation of available HOME Investment Partnership (HOME) funds as proposed in the attached revised 2024-2025 Community Planning and Development Grant Applications table via a Substantial Amendment to the applicable years Annual Action Plan.

CDBG and HOME Funding Recommendations:

After the preparation of the Staff Report for the subject item, City staff prepared a revised 2024-2025 Community Planning and Development Grant Applications table (Attachment A) for use by the CPD Grants Subcommittee in determining recommended allocations of available Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds. Included in the revised table are recommendations prepared by City staff for possible CDBG/HOME funding allocations as well as reallocations of available funding from previous fiscal years. Additionally, anticipated fiscal year 2024-2025 CDBG/HOME grant allocations are included (Attachment B), which outline the expected new funding available as the final allocations have yet to be released by the U.S. Department of Housing and Urban Development (HUD). Historically, final allocations include slight increases to both the CDBG & HOME allocations compared to previous years. Recommended funding allocations in the updated table include:

- A minimum grant amount of \$10,000 to recommended CDBG public service grantees;
- Funding for at-risk youth and programs designed to provide resources for families with small children and expectant mothers;

- Funding to fair housing services to ensure services are provided to prevent homelessness;
- Funding to food providers with a focus on regional distributors and services directed toward homebound seniors and veterans. Feeding agencies that engage with the homeless population can generally be served in coordination with the regional distributor recommended for funding;
- Funding for medical and behavioral health outreach to the homeless populations;
- No recommendations of funding to utility and/or rental assistance programs given the availability of over \$220,000 in funding from previous grant allocations; and
- Funding to construction projects that: address an unmet need (e.g. housing rehabilitation programs, façade improvement, senior citizen center rehabilitations, code enforcement activities & LMAD Landscaping), and address ongoing previously funded projects (e.g. Wellness Center Renewable Energy).

Food Distributor Operating Restrictions:

While CDBG/HOME grant funds are typically allocated without specific operating restrictions, allocations in previous years have been awarded in some instances with contract language to ensure funds are spent to serve the City of Victorville residents or are provided in accordance with the City’s Zoning Ordinances. In conjunction with last year’s 2023-2024 fiscal year recommendations and continuing with the subject 2024-2025 fiscal year recommendations, City staff plans to include the following contract language relating to food distribution activities being funded.

The City of Victorville’s Homelessness Strategic Action Plan prioritizes the establishment of strategic partnerships with service providers to proactively house the unsheltered homeless population. With this in mind, it is imperative to establish rules of engagement for partnering food service providers that give direct or indirect aid to the unsheltered homeless in Victorville. This is necessary to achieve the desired outcome of housing the unsheltered and reducing associated environmental impacts.

Subrecipients of CDBG funds and their partnering feeding agencies shall ensure their employees and/or volunteers adhere to the following operating standards when providing direct assistance to unsheltered homeless:

- *Service providers shall coordinate mobile food distribution with the Victorville Homeless Engagement Outreach Division of the Code Compliance Department to ensure additional resources are provided to the unsheltered individuals;*
- *Service providers shall not distribute daily meals from a fixed location unless the food is served and consumed on the premises and all necessary land use, building permits and any applicable permits issued by the San Bernardino County Department of Environment Health have been obtained; and*
- *Service providers shall monitor areas where food has been distributed to collect and dispose of debris associated with the food distribution (e.g. bags, cartons, utensils, food waste).*

Subrecipients that distribute food to feeding agencies that serve the Victorville unsheltered homeless population are required to list those agencies in their required CDBG reporting and reimbursement requests. Prior to distributing food to these feeding agencies, subrecipients shall obtain a signed acknowledgment from the feeding agencies to abide by the food distribution requirements listed above. Said acknowledgment(s) shall be provided to the City of Victorville with the CDBG reporting or reimbursement request.

Contingency Recommendations:

Inasmuch as the final annual allocations for CDBG and HOME funds have not been released by HUD and previous years funding has been subject to increases and/or decreases based upon the final allocations, contingency measures should in place to address adjustments that may be needed should final HUD awards differ from the anticipated allocations being considered. In order to ensure a contingency plan is included in the 2024-2025 Annual Action Plan and reduce the need for unnecessary CPD Grant Subcommittee meetings, City staff proposes the following contingency measures should CDBG/HOME annual allocations be adjusted in the future by HUD.

CDBG Contingency Measures	
Funding Increase	<ul style="list-style-type: none">• Fund Administration to the Maximum 20% of total allocation.• Fund Public Service to the Maximum 15% of total allocation.<ul style="list-style-type: none">○ Disperse evenly between Moses House Ministries and Symba Center.• Fund Construction to the Minimum 65% of total allocation.<ul style="list-style-type: none">○ Disperse in full to City of Victorville Public Works LMAD 3, not to exceed requested amount, and any additional funding dispersed to Façade Improvement Program.
Funding Decrease	<ul style="list-style-type: none">• Fund Administration to the Maximum 20% of total allocation.• Fund Public Service to the Maximum 15% of total allocation.<ul style="list-style-type: none">○ Reduce evenly among awarded projects.• Fund Construction to the Minimum 65% of total allocation.<ul style="list-style-type: none">○ Reduce evenly among awarded projects.

HOME Contingency Measures	
Funding Increase	<ul style="list-style-type: none">• Fund Administration to the Maximum 10% of total allocation.• Fund CHDO to the required 15% of total allocation.• Fund Housing Activities to the Minimum 75% of total allocation.<ul style="list-style-type: none">○ Disperse in full to Senior Home Repair Program.
Funding Decrease	<ul style="list-style-type: none">• Fund Administration to the Maximum 10% of total allocation.• Fund CHDO to the required 15% of total allocation.• Fund Housing Activities to the Minimum 75% of total allocation.<ul style="list-style-type: none">○ Reduce evenly among awarded projects.

Attachments:

Attachment A – 2024-2025 CPD Grant Applications Table w/recommendations

Attachment B – 2024-2025 CDBG/HOME Anticipated Funding

Prepared by: Alex Jauregui, Assistant City Planner

CPD GRANTS SUBCOMMITTEE ATTACHMENT A

CPD Grant Applications Table
w/Recommendations

2024-2025 Community Planning and Development Grant Applications

ALLOCATIONS

Community Development Block Grant	\$1,831,396.00
Public Service (15%)	\$207,209.00
Construction(65%)	\$897,908.00
Administration (20%)	\$276,279.00
Reallocation	\$450,000.00
HOME Investment Partnerships Program	\$605,850.00
Housing	\$454,388.00
CHDO	\$90,878.00
Administration (VV Portion only)	\$30,292.00
Administration (VV Portion to Apple Valley)	\$30,292.00

PUBLIC SERVICE

Organization Name	Project Name	Brief Description	Number of People to be Served	Amount Requested	Funding Recommendations	Funding Source
1 Assistance League of Victor Valley	Operation School Bell	Provide new clothing to underprivileged students K-12	250	\$32,500.00	\$10,000.00	CDBG
2 Community Health Action Network	Emergency Assistance Program	Provide utility assistance for qualified low-income residents	100	\$40,000.00	\$0.00	
3 CA Route 66 Historic Museum, Inc.	Route 66 Museum Economic - New Job Creation	Creation and funding of four jobs at the museum	4	\$64,480.00	\$0.00	
4 Emmanuel's House, Inc.	Food Pantry+ Program	Biweekly distribution of fresh and nonperishable food boxes and prepared hot meals once a month.	3,690	\$21,101.06	\$0.00	
5 Emmanuel's House, Inc.	The Restoration Center	Resource center provides comprehensive support to homeless including shelter and essential services	10	\$23,400.00	\$0.00	
6 Family Assistance Program	The Fam Spot Program (Youth drop-in center)	Provides homeless and at-risk youth with help in basic care, schoolwork, employment and advocacy	50	\$17,000.00	\$0.00	CDBG
7 High Desert Homeless Services	Homeless Shelter and Homeless Related Services	Provide 24-hour residential shelter and supportive services for homeless individuals and families	150	\$50,000.00	\$0.00	
8 High Desert Second Chance	High Desert Food Collaborative	Food bank serving residents and non-profit feeding agencies	25,000	\$90,000.00	\$40,000.00	CDBG
9 High Desert Second Chance	High Desert Second Chance Senior and Veteran Program	Food delivery to homebound seniors, veterans and health compromised people	5,500	\$18,000.00	\$10,000.00	CDBG
10 Hughes Training and Development	Program Services expansion and staffing	Provide housing and life skill training	21	\$467,940.00	\$0.00	
11 Inland Fair Housing and Mediation Board	Fair Housing Services	Fair Housing services and landlord/tenant mediation to Victorville residents	185	\$28,000.00	\$24,000.00	CDBG
12 Legal Aid Society of San Bernardino	C.A.R.E. Legal Services	Provide essential legal services to low income and senior residents	250	\$78,000.00	\$18,000.00	CDBG
13 Leslys CPR	Above and Beyond	Provide resources to residents facing food insecurities, and unemployment. Provide CPR training to youth.	6,000	\$40,000.00	\$0.00	
14 Millionaire Mind Kids	Millionaire Mind Kids 2024 Education Enrichment Academies	Provide youth and families educational enrichment, scholarships and Civic Engagement academies	50	\$15,000.00	\$0.00	
15 Moses House Ministries	Resources and Referrals for Families	Emergency resources and ongoing services to families with small children	830	\$35,204.00	\$20,000.00	CDBG
16 Mourning Sun Children's Foundation	Therapeutic Activity Rooms Redesign	Redesign of several rooms with painting, area rugs, furniture, learning tables, books, games, craft supplies and toys.	200	\$20,000.00	\$0.00	
17 No Drugs America	Youth Substance Use, Misuse, and Harm Reduction Educational Program	Educate, bring awareness and reduce youth substance use and harm through community wide initiative.	500	\$10,000.00	\$0.00	
18 Partners Against Violence	Victim of Violence Program	Provide crisis intervention, education and safety information for victims of sexual assault	1,400	\$26,500.00	\$15,000.00	CDBG
19 Rock'n Our Disabilities	Arts/Recreational programs for Families with Special Needs and Disabilities	Conduct monthly recreational and arts activities for the special needs population and their families.	180	\$14,004.00	\$0.00	
20 Rock'n Our Disabilities	Food Relief for Disabled and Families with Special Needs and Disabilities	Weekly distribution of food to families with disabilities or special needs.	200	\$12,977.00	\$0.00	
21 Ruth and Naomi Project, Inc.	Sustenance to Services for Seniors	Food distribution and delivery directly to at risk seniors	1,200	\$90,216.80	\$0.00	
22 Symba Center	Medical and Behavioral Health Services in the Homeless Population	Medical and Behavioral Outreach Health Services in the Homeless Population	55	\$60,000.00	\$30,000.00	CDBG
23 The Artisan's House	Workshops Training and Administrative Team	Provide skills for job placement, permanent housing and independent living to youths	40	\$20,000.00	\$0.00	
24 Victor Valley Domestic Violence	A Better Way	Provide services to victims of domestic violence including emergency shelter and transitional housing	1,200	\$40,750.00	\$20,000.00	CDBG
25 Women of Noble Character	A Meal a Day	Provide food for homeless individuals	25	\$15,000.00	\$0.00	
26 City of Victorville	Motel Voucher Program	Provide temporary housing for homeless individuals	50	\$40,000.00	\$20,209.00	CDBG
Total:				\$1,370,072.86	\$207,209.00	

CONSTRUCTION

Allocation - \$897,908 and reallocation - \$450,000 = \$1,347,908

Organization Name	Project Name	Brief Description	Number of People to be Served	Amount Requested	Funding Recommendations	Funding Source
27 CA Route 66 Historic Museum	Route 66 Museum Construction/Rehabilitation	Plan, design and construction of a 1950's themed restaurant and additional bathrooms		\$405,020.00	\$150,000.00	CDBG
28 Curbside Community Church	Curbside Community Church	Roof replacement and air conditioning units		\$400,000.00	\$0.00	
29 Family Assistance Program	TAY Tiny Home Village	Solar panels for main building		\$50,000.00	\$0.00	
30 High Desert Homeless Services	Homeless Shelterheating and air conditioning	Replacement of 10 heating and air conditioning units for both buildings		\$160,000.00	\$0.00	
31 Victor Valley Community Services Council	Senior and Disabled Home Repair	Performs repairs for health and welfare issues.		\$36,000.00	\$30,000.00	CDBG
32 Victorville Senior Citizens Club, Inc.	Parking lot	Resurface parking lot due to large gaps in asphalt		\$200,000.00	\$100,000.00	CDBG
33 City of Victorville - Code Enforcement	Blight Abatement	Abatement of illegal dumping, secure vacant structures		\$180,000.00	\$50,000.00	CDBG
34 City of Victorville - Code Enforcement	Code Enforcement	Implementation of municipal and state housing codes		\$683,298.00	\$150,000.00	CDBG
35 City of Victorville - Code Enforcement	Demolition	Demolition of unsafe structures		\$480,000.00	\$100,000.00	CDBG
36 City of Victorville - Economic Development	Façade Improvement Program	Financial assistance in form of a loan to commercial property owners to make façade improvements.		\$300,000.00	\$300,000.00	CDBG
37 City of Victorville - Planning	Residential Rehabilitation Program	Rehabilitation of residential units to address health and safety issues and curb appeal		\$300,000.00	\$101,908.00	CDBG
38 City of Victorville - Planning	Wellness Center Fill Station and Water Fountain	Installation of water fill station and fountain			\$6,000.00	CDBG
39 City of Victorville - Planning	Wellness Center Solar Panels and Carport	Installation of solar panels and carport for the Wellness Center		\$500,000.00	\$210,000.00	CDBG
40 City of Victorville - Public Works Department	Brentwood Community Centered Beautification Project	LMAD3 - Installation of Zeroscape, walkways, benches and pet waste stations		\$199,940.00	\$150,000.00	CDBG
41 City of Victorville - Public Works Department	Graffiti Abatement	Removal of graffiti within CDBG target areas		\$10,000.00	\$0.00	
Request Total:				\$3,904,258.00	\$1,347,908.00	

HOUSING

	Organization Name	Project Name	Brief Description		Amount Requested	Funding Recommendations	Funding Source
42	Hughes Training and Development	Hughes Training and Development Rehabilitation Project	Rehabilitation of main house to include new roof, lead base testing and abatement, ADA access		\$336,760.00	\$230,847.00	HOME
43	Ruth and Naomi Project	Senior Housing	Rental of a house in Apple Valley for at risk seniors		\$105,190.00	\$0.00	
44	Volunteers of America of Los Angeles	Affordable housing	Development of 80 3 bedroom units and 20 2 bedroom units		\$454,387.00	\$0.00	
45	City of Victorville - Planning	Senior Home Rehabilitation Program	Rehabilitation of residents to address health and safety issues		\$400,000.00	\$223,541.00	HOME
		Request Total:			\$1,296,337.00	\$454,388.00	

CHDO

	Organization Name	Project Name	Brief Description		Amount Requested	Funding Recommendations	Funding Source
46	National Community Renaissance of California	Northgate Village	Replacement of roofs, water heaters, balcony beam replacement, sliding glass doors		\$1,165,623.00	\$719,316.00	HOME
		Request Total:			\$1,165,623.00	\$719,316.00	

INELIGIBLE

	Organization Name	Project Name	Brief Description		Amount Requested	Application type	Reason
47	Curbside Community Church	Curbside Community Church	Transitional Assistance, food ministry	24	\$200,000.00	Public Service	Withdrawn
48	God's Hand Extended	Community Clothing Closet, Food Connections and Resources	Community clothing closet and food delivery program	250	\$30,000.00	Public Service	Submitted late
49	Community Help Hub, Inc.	Empower Victorville	Provide employment placement and training services		\$54,500.00	Construction	Withdrawn
50	St. Joan of Arc Church	Parish Center Remodel	Removal of asbestos and replace flooring on the lower portion of the building		\$28,800.00	Construction	Not eligible
51	St. Joan of Arc Church	St. Joan of Arc Church	Bathroom repair		\$33,500.00	Construction	Not eligible
52	Women of Noble	Workforce Training Program	Program will sell items made by homeless clients such as soap	6	\$10,000.00	Construction	Withdrawn
53	City of Victorville	City of Victorville Animal Shelter	Construction and reconstruction of existing building for an animal shelter		\$535,000.00	Construction	Not eligible
					\$891,800.00		

Reallocation

	Organization Name	Project Name	Reason for Reallocation		Amount	FY	Funding Source
	High Desert Homeless Services	Fire Supression	Shelter closed		\$300,000.00	22-23	CDBG
	Route 66 Victor Valley Revitalization	Training Hub	Subrecipient not able to submit an acceptable program		\$140,000.00	22-23	CDBG
	Somos una Voz Grupo de Apoyo	Somos uns Voz	Executive Director declined the grant before the grant year started		\$10,000.00	23-24	CDBG
		Request Total:			\$450,000.00		

CPD GRANTS SUBCOMMITTEE
ATTACHMENT B

2024-2025

CDBG/HOME Anticipated Funding

City of Victorville 2024-2025 HUD Allocations

CDBG Allocation (City of Victorville)

NAME	CDBG
Victorville	\$1,381,396

Funding Categories

Public Service (15%) - \$207,209

Construction (65%) - \$897,908

Administration (20%) - \$276,279

HOME Allocation (Consortium)

NAME	ST	Share (\$)	Approx. Share (%)
VV & AV Consortium	CA	\$911,188	100.0%
Victorville	CA	\$605,850	66.49%
Apple Valley	CA	\$305,338	33.51%

Funding Categories

Housing Activities (75%) - \$683,391

CHDO (15%) - \$136,679

Administration (10%) - \$91,118

Victorville Share (66%) = \$605,850	Apple Valley Share (34%) = \$305,338
Housing Activities - \$454,388	Housing Activities - \$229,003
CHDO - \$90,878	CHDO - \$45,801
Administration - \$60,584*	Administration - \$30,534
(* \$45,559 – ½ of Consortium Funds Available)	Administration – Victorville share - \$15,025

Possible CDBG Reallocation for 2024-2025

Activity Name	Reason	Grant Balance for Reallocation
High Desert Homeless Services	Shelter closed	\$300,000
Route 66 Victor Valley Revitalization	Unable to submit an acceptable program	\$140,000
Somos una Voz Grupo de Apoyo	Declined the grant	\$10,000
Total		\$450,000

Possible HOME/CHDO Reallocation for 2024-2025

Original Allocation Fiscal Year	Grant Balance for Reallocation
17-18	\$50,648
18-19	\$74,303
19-20	\$70,244
21-22	\$120,601
22-23	\$130,162
23-24	\$136,679
24-25	\$136,679
	Total \$719,316