



# City of Bakersfield FY 19-20 Action Plan

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*CDBG, HOME, HOPWA, and ESG Programs  
Fifth Year of 15-20 Consolidated Plan*

Community Development  
Department  
1715 Chester Avenue  
Bakersfield, CA 93301

Final Action Plan  
May 10, 2019

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## Executive Summary

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### **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### Introduction

The Fiscal Year (FY) 2019-20 Action Plan is prepared for the fifth and final year of the City's 2015-20 Consolidated Plan (ConPlan). The Plan describes eligible programs, projects and activities to be undertaken with anticipated funds made available in Fiscal Year 2019-20.

The total anticipated funds available for fiscal year 2019-20 is \$6,091,610, which represents \$3,722,311 of Community Development Block Grant (CDBG) funds (including program income of \$8,000), \$1,499,854 of HOME Investment Partnership Program (HOME) funds (including program income of \$100,000), \$308,712 of Emergency Solutions Grant (ESG) funds, and \$560,733 of Housing Opportunities for Persons with HIV/AIDS (HOPWA) funds.

The projected use of funds above corresponds to the needs assessment and priorities identified in the ConPlan. General priority categories of housing, homelessness, special needs, and community development (along with their related goals) are addressed in the proposed activities. These activities estimate the number and type of families that will benefit from the proposed Plan. The projected "use of funds" identifies proposed accomplishments and target dates for completion.

The Action Plan also provides information related to the proposed geographic distribution of investment, homeless and other community development needs, and other actions to address obstacles in meeting underserved needs and reduce poverty. This Action Plan can be found at the City's Web site at [www.bakersfieldcity.us](http://www.bakersfieldcity.us) > "Government" > "Departments" > "Development Services" > "Economic & Community Development" > "Grants, Housing, and Public Improvements."

#### Summarize the objectives and outcomes identified in the Plan

By combining HUD's recommended three core objectives and outcomes, the City has incorporated nine outcome statements into consolidated planning efforts. These nine outcome statements with specific objectives below reflect the ConPlan goals and objectives for guiding the future planning and funding of the CDBG, HOME, ESG, and HOPWA activities over the ConPlan's five-year planning horizon. The specific projects associated with annual objectives are provided in detail in Section AP-35 of this document. Each specific annual objective has been assigned a letter and number code provided by HUD (i.e. DH-1, DH-2, etc.). The City of Bakersfield proposes to address the following objectives for FY 2019-20:

## **Goal 1: Decent and Affordable Housing.**

*Availability/Accessibility for the purpose of providing decent housing (DH-1)*

With FY 2019-20 funding, accessibility to housing is funded from Rapid Re-housing (ESG) and HOPWA programs. (\$100,332 ESG, \$543,911 HOPWA)

*Affordability for the purpose of providing decent housing (DH-2)*

Using HOME-CHDO funds, the City of Bakersfield anticipates assistance to construct housing for affordable low- and moderate-income households. (\$1,359,869 HOME)

*Sustainability for the purpose of providing decent housing (DH-3)*

In 2019-20, the City of Bakersfield will offer sustainability for decent housing by providing funding to the Fair Housing Program for education, intake, screening, counseling, testing and mediation. Community Resource Officers will also be funded to provide increased safety and community engagement in low-mod income areas. (\$430,000 CDBG)

## **Goal 2: Community and Economic Development.**

This goal is not funded in FY 2019-20

## **Goal 3: Public Infrastructure and Facility Improvements.**

*Sustainability for the purpose of providing a suitable living environment (SL-3)*

In FY 2019-20, the City proposes funding seven public improvement projects. These activities will address key community issues through infrastructure improvements in low- and moderate-income neighborhoods. (\$2,024,544 CDBG)

## **Goal 4: Public Facilities and Services for Special Needs.**

*Availability/Accessibility for the purpose of creating suitable living environments (SL-1)*

The City of Bakersfield will provide assistance to seven households for the purpose of making those units accessible under the Home Access Grant Program. In addition, public services will be provided for low-income seniors at a senior center. (\$131,000 CDBG)

## **Goal 5: Public Facilities/Services for Homeless & AIDS/HIV.**

*Availability/Accessibility for the purpose of creating suitable living environments (SL-1)*

The City of Bakersfield will contract with service providers to assist homeless persons or persons at-risk to become homeless, and provide case management, housing counseling, information referral services to those individuals and expanded homeless resource services. (\$185,227 ESG, \$35,000 CDBG)

### **Evaluation of past performance**

Each year, HUD assesses the City of Bakersfield's management of CDBG, HOME, ESG and HOPWA program funds, the City's compliance with the ConPlan and the extent to which the City is preserving and developing decent affordable housing, creating suitable living environments and expanding economic opportunities. Over the past year, and moving forward, the City has been working with HUD to improve a number of program components. Examples of those components include:

- **Citizen Participation** – staff has developed and implemented enhanced citizen participation procedures while working toward a goal of connecting with 1,000 persons through the Action Plan, Consolidated Annual Performance and Evaluation Report (CAPER), and Fair Housing processes, with an emphasis on ensuring participation from persons with diverse racial/ethnic backgrounds, persons with disabilities, and female heads of households. Economic Development staff attended four outreach meetings, soliciting feedback from 362 community members about their needs and desires for the community. City staff also regularly met with neighborhood groups on a one-on-one basis.
- **Language Access** – The City Housing and Economic Development Division has created a Language Access Plan which has been incorporated into the practices associated with HUD funded activities. The City strives to ensure verbal and written communication is made available to all persons.
- **Accessibility** – The City developed methods by which HUD-funded activities will be actively monitored for accessibility. Likewise, the City updated its Americans with Disabilities Act Transition Plan for city facilities. Three years ago, the City of Bakersfield developed an ADA self-reporting form for HOME, CDBG and ESG projects to help track the number of ADA units offered within our projects as well as monitoring the accessibilities of our facilities which receive assistance.
- **Fair Housing** - The City has and will continue to enhance the Fair Housing Program, including improving Fair Housing Services. More specifically, the City has contracted with an outside Fair Housing Services provider to increase Fair Housing education, outreach, testing, and referral services, monitoring of unfair/predatory lending practices, training for apartment owner/manager associations on Fair Housing laws, and local Fair Housing workshops to educate the public about Fair Housing rights.

### **Summary of Citizen Participation Process and consultation process**

City staff developed a detailed Citizen Participation Plan that is part of the ConPlan. As required by HUD, citizens, nonprofits and community residents were provided adequate opportunity to review and comment on the original Citizen Participation Plan and on substantial amendments. The purpose of the Citizen Participation Plan is to encourage citizens, particularly low- to moderate-income residents, to participate in the development of the Action Plan, any substantial amendments to the Action Plan and

the CAPER. Citizens are engaged through community meetings, surveys, public hearings and individual meetings.

The primary goals of the city's citizen participation process are to:

- Generate significant public participation particularly from extremely low, very low and low income persons, persons with diverse racial and ethnic backgrounds, persons with disabilities, female heads of households, and groups residing within various areas of the City where program funds will be used.
- Gather data that accurately describe and quantify housing and community development needs and to suggest workable solutions.
- Obtain comments on proposals for allocating resources.

A summary of the Action Plan was published on March 9, 2019 in English in the Bakersfield Californian and on March 8, 2019 in Spanish in the El Popular newspapers for a 30-day review period. The notice identified seven public libraries, City offices and the City website where the proposed Action Plan is available for review. The notice invited public attendance to a community meeting, on March 28, 2019 at the Housing Authority's Baker Street Community Room. CDBG, HOME, ESG and HOPWA programs, the ConPlan, Analysis of Impediments to Fair Housing, Citizen Participation Plan, the application process, and proposed activities for fiscal year 2019-20 will be discussed at this meeting.

The City actively encourages participation from low- and moderate-income residents, minorities, those with disabilities and non-English-speaking residents to attend community meetings and hearings. In accordance with the Citizen Participation Plan, the City will provide translation services to any resident who requires services at all hearings and meetings, to ensure accessibility at meeting locations.

#### **Summary of public comments**

Please see attachment for a list of comments received so far from the City's outreach efforts.

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

All comments were accepted.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

Agency/entity responsible for preparing/administering the Consolidated Plan

**Table 1 – Responsible Agencies**

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administrator	BAKERSFIELD	Development Services Department
HOPWA Administrator	BAKERSFIELD	Development Services Department
HOME Administrator	BAKERSFIELD	Development Services Department
ESG Administrator	BAKERSFIELD	Development Services Department

**Narrative**

The City of Bakersfield is the responsible agency for all Housing and Urban Development funding programs described in the Action Plan. The City’s Development Services Department staff implements the programs.

**Consolidated Plan Public Contact Information**

For comments and questions related to the City of Bakersfield's Consolidated Plan or Annual Action Plan, please contact Hayward Cox, Community Development Coordinator at [hcox@bakersfieldcity.us](mailto:hcox@bakersfieldcity.us), 661-326-3765 or by mail at: City of Bakersfield, Community Development Department, Attn: Hayward Cox, 1715 Chester Avenue, Bakersfield, CA 93301.

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

### **Introduction**

This section covers consultation with organizations and agencies for the 2015-20 ConPlan and the 2019-20 Action Plan. Further outreach efforts can be found in Section AP-12 of this document.

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

### Consolidated Plan Coordination

In preparing the Consolidated Plan and subsequent Action Plans, the City hosted several community meetings that brought together City leaders, community organizations, service providers, housing providers, and residents in order to gain input on the needs of the City. A list of participants can be found in Tables PR-2 through PR-4 of the ConPlan, and in Section AP-12 of this Action Plan. In conducting meetings, the City had the goal of providing a space where agencies could share needs, as well as create coordinated bonds to accomplish their missions. Input shared at these meetings helped to create the City’s Strategic Plan for the years 2015-20 as well as more detailed activities planned for each Action Plan.

### Coordination with the Continuum of Care (CoC)

City staff is an active member of the Kern County Homeless Collaborative (KCHC) which serves as the local Continuum of Care. The KCHC is a network of nonprofit service providers, private and public housing providers, healthcare providers, policymakers, businesses, charitable and faith-based organizations, volunteers and homeless or formerly homeless individuals working together to put an end to homelessness in Kern County. The City collaborates closely with the KCHC to create priorities and outcome measures that directly affect projects included in the ConPlan and Action Plans.

In serving the homeless population, the City supports the Kern County Homeless Collaborative Coordinated Entry and Assessment approach. This approach is a standardized plan for the entire KCHC which incorporates tools, processes, policies and HUD CoC and ESG requirements to maximize efficient and ethical intervention, and service provider connectivity. Service providers share one point of entry for services, ensuring people who are homeless or who are at risk for homelessness are served and/or housed as quickly and efficiently as possible. Participants in the City’s ESG grants participate in the KCHC and the Coordinated Entry and Assessment approach.

The Kern County Homeless Collaborative utilizes the data collection system HMIS to collect, analyze and report on homeless programs and projects. In this shared system, homeless service providers collaborate to ensure the best approach to meeting client needs. KCHC’s HMIS lead agency is the Kern County Mental Health Department who provides members of the collaborative with HMIS training and data analysis. All ESG grantees are required to use the HMIS data collection system in coordination with the

KCHC. ESG grantees extract ESG data from HMIS to use in the City of Bakersfield's yearly CAPER.

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

The City is an active member of the Kern County Homeless Collaborative, (KCHC) which serves as the local Continuum of Care. The City and the KCHC work collaboratively to assess the needs of homeless persons through data collection, community input, priority setting for ESG grants, and performance evaluation of ESG sub-grantees.

City ESG Sub-grantees are required to be part of the KCHC and participate in the Coordinated Entry Process and HMIS data collection system. It is the policy of City's Community Development Department to regularly have staff representation at KCHC meetings. The KCHC is a valuable source of community outreach, and the City works with the collaborative to distribute Notice of Funding Availability of City HUD funds, Action Plan and CAPER notices, community input surveys, and public outreach flyers including postings at homeless shelters and public/private housing providers. To ensure proper representation in decision-making, the KCHC Governance Committee includes at least one representative from the Homeless or Formerly Homeless Population; one Veterans Affairs/Homeless Veterans Service Provider Representative; and one McKinney-Vento Liaison/Local Education Agency Representative/or Educational Services to Homeless Children & Youth Representative.

In addition, the City of Bakersfield's Consolidated Plan relied on input from the KCHC, the 10-Year Plan to End Homelessness and the 2017 Homeless Census Report to document the needs of chronically homeless individuals, families, veterans, and unaccompanied youth, as well as persons at risk of becoming homeless. These needs became part of the City's Strategic Plan and are reflected in the way the City awards ESG funds. City ESG Sub-grantees are required to be part of the KCHC and participate in the Coordinated Entry Process and HMIS data collection system.

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

Allocating Funds

The City consults with the Continuum of Care annually to determine funding priorities. This year, surveys were distributed to members of the CoC in the winter of 2018 to obtain input regarding the most effective use of ESG funds. More specifically, recipients were asked to rank listed ESG-eligible activities based on how each organization felt funding would most effectively be spent. Survey results indicated that responding CoC agencies felt Emergency Shelter and Street Outreach activities would be the most effective use of ESG funding.

### Developing Performance Standards and Evaluations

Outcomes and performance measures of ESG grantees are developed and evaluated in coordination with the CoC Planning and Performance Committee of the Kern County Homeless Collaborative. Together, the City and the CoC Planning and Performance Committee examined the performance of previous years' ESG activities in order to make a determination regarding the approximate number of individuals that could reasonably be served by the program; funds are then allocated accordingly. The City of Bakersfield will continue to work with the CoC regarding the development and standardization of ESG performance indicators.

### HMIS

The Kern County Homeless Collaborative utilizes HMIS to collect, analyze and report on homeless programs and projects. The KCHC's HMIS lead agency is the Kern County Mental Health Department who provides members of the collaborative with HMIS training and data analysis. All ESG grantees are required to use the HMIS data collection system in coordination with the KCHC. ESG grantees extract ESG data from HMIS and provide it to the City to include in the yearly CAPER.

### **Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

See following table.

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

1	<b>Agency/Group/Organization</b>	Housing Authority of Kern County
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Publicly Funded Institution/System of Care Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City coordinated with the Housing Authority regarding the provision of affordable housing.
2	<b>Agency/Group/Organization</b>	Kern County Homeless Collaborative
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services-homeless Service-Fair Housing Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy HOPWA Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City consulted the Kern County Homeless Collaborative as the area Continuum of Care regarding coordination efforts to transition people from homelessness.
3	<b>Agency/Group/Organization</b>	Greater Bakersfield Legal Assistance, Inc.
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City consulted GBLA regarding the provision of Fair Housing Services and ways to assess and affirmatively further fair housing.
4	<b>Agency/Group/Organization</b>	Kern County Public Health Services Department - Health Assessment and Epidemiology
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with HIV/AIDS Services-Health Other government - County Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment HOPWA Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City consulted Kern County Public Health on the approach to effectively provide housing stability for persons with HIV/AIDS.
5	<b>Agency/Group/Organization</b>	Bakersfield Senior Center
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City consulted with Bakersfield Senior Center regarding providing services to local seniors.

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

The City did not intentionally omit any particular group or organization from consultation.

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

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	United Way of Kern County	The City's approach to eliminating chronic homelessness includes supporting the Kern County Homeless Collaborative in its strategy to prevent homelessness, develop increased housing resources, and provide early, intensive intervention for people who are chronically homeless. The City is an active member and regularly attends CoC meetings. The City also collects valuable input from collaborative members on ESG funding priorities and evaluation of ESG programs.

The City of Bakersfield makes grant funding opportunities available to all interested parties. A Notice of Funding Availability is published each September regarding the availability of grant information, and notice is sent to a list of known service providers, community based organizations, individual City departments, and any other person or entity that has expressed interest in the program. Staff is available year-round to provide technical assistance to interested parties regarding the completion and submittal of project applications, information on City entitlement programs, and to meet about current needs in the community. All applications, including those submitted by City departments, are reviewed, qualified, and scored by Community Development staff on an equal basis for consideration by the Budget and Finance Committee of the City Council for inclusion in the Annual Action Plan for project funding. Additional outreach can be found in Section AP-12 of the Action Plan.

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

### **Summarize citizen participation process and how it impacted goal-setting**

City staff developed a Citizen Participation Plan that is part of the ConPlan 2015-20. As required by HUD, citizens, nonprofits and community residents were provided adequate opportunity to review and comment on the original Citizen Participation Plan and on substantial amendments. The purpose of the Citizen Participation Plan is to encourage citizens, particularly low- to moderate-income residents, to participate in the development of the Plan, any substantial amendments to the Plan and the performance report. Citizens were engaged through community meetings, surveys, public hearings and individual meetings.

The primary goals of the City citizen participation process are to:

- Generate significant public participation particularly from extremely low, very low and low-income persons, persons with diverse racial and ethnic backgrounds, persons with disabilities, female heads of households, and groups residing within various areas of the City where program funds will be used.
- Gather data that accurately describe and quantify housing and community development needs and to suggest workable solutions.
- Obtain comments on proposals for allocating resources.

As a part of aligning with our Citizen Participation Plan goals, a summary of the Action Plan was published on March 9, 2019 in English in the Bakersfield Californian and on March 8, 2019 in Spanish in the El Popular newspapers for the 30-day review period. The notice identified seven public libraries, City offices and the City website where the proposed Action Plan was available for review. The notice invited community attendance to a public meeting, which was held on March 28, 2019. In accordance with the Citizen Participation Plan, the City provided translation services to residents who request such services at the meeting and public hearing, while ensuring meeting locations are accessible.

At the March 28, 2019 meeting, staff was available to discuss the CDBG, HOME, ESG and HOPWA programs, the ConPlan, Analysis of Impediments to Fair Housing, Citizen Participation Plan, and proposed activities for next fiscal year. As part of our commitment to reaching the residents we serve, the City of Bakersfield hosted the outreach meeting at the Baker Street Village Community Room. This event space is located within one of our HOME-assisted housing projects and is surrounded by multiple qualifying low-mod census block groups, providing convenient access for the clientele served by our funds to be engaged in the Action Plan process and provide input on the most impactful use of HUD funds.

## Citizen Participation Outreach

**Table 4 – Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
1	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>Staff presented the Draft Action Plan to the Bakersfield City Council on April 10th, 2019. Community members who provided input through our outreach efforts were notified of the hearing and encouraged to come and provide additional input. Comments received from community members were addressed by staff and considered when reviewing all funding decisions.</p>	No comments received	No comments received
2	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Homeless Individuals</p>	<p>The City held a meeting to discuss the Annual Action Plan on March 28, 2019 at Baker Street Village. Staff was available to discuss the CDBG, HOME, ESG and HOPWA programs, the ConPlan, Analysis of Impediments to Fair Housing, Citizen Participation Plan, and proposed activities for next fiscal year. All comments received from the community were reviewed and responded to prior to submitting the Final Action Plan to HUD.</p>	<p>Comments from the audience included:-inquiry about the subcontracting process for capital improvement projects-if any projects would give special opportunity to MBE/WBE/SBE enterprises who apply-how to apply for funds in the coming year</p>	All comments were accepted.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
3	Newspaper Ad	Non-English Speaking - Specify other language: Spanish  Non-targeted/broad community	A Notice of availability to review and comment on the Draft Annual Action Plan was published in the Bakersfield Californian newspaper on March 9, 2019 and El Popular Spanish language newspaper on March 8, 2019.	No comments received	No comments received
4	Internet Outreach	Minorities  Non-English Speaking - Specify other language: Spanish  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing  Homeless Service Providers	Notice of availability to review and comment on the Draft Annual Action Plan was sent to the Kern County Homeless Collaborative, local Chambers of Commerce, local Non-Profits and to participants of City HUD Outreach events through established email lists. Responses will be reviewed and responded to prior to publishing the final Action Plan.	-inquiry into whether it was possible to eliminate taxes by investing 100 percent of CDBG funds and only using returns on investment to fund projects	All comments accepted.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
5	Flyers	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Residents of Public and Assisted Housing</p> <p>Homeless Individuals and Service Providers</p>	<p>Flyers (both English and Spanish) containing a summary of this year's Action Plan and information regarding upcoming meetings and hearings to discuss City HUD Programs were posted at various locations in order to reach the diverse population of the City including: minorities, persons with disabilities, residents of public assisted housing, and the homeless community.</p>	No comments received	No comments received
6	Public Meeting	<p>Minorities</p> <p>Persons with disabilities</p> <p>Residents of Public and Assisted Housing</p>	<p>The City of Bakersfield's staff attended four outreach events since the 18/19 Action was submitted to HUD for review and approval. Between the four meetings, staff received feedback from 362 residents. Community residents were presented with a chart of programs that our HUD funds could be used for and were asked to select their top 5 priorities for the use of those dollars. Responses were received from a wide range of community clientele, included racial/ethnic minorities, non-English speaking residents, female heads of households, and persons with disabilities. Community input and preference can be seen on the Citizen Participation Attachment.</p>	<p>In review of the general public comments received throughout the year, the most common needs that were prioritized were as follows:-  Homeless Facilities/services  - Youth Centers-  Street Improvements-  Street Lighting-  Affordable Housing</p>	All comments accepted.

## Expected Resources

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

#### Introduction

The City of Bakersfield anticipates \$6,091,610 available for projects through entitlement grant programs and program income. Specifically, the city anticipates the following breakdown by grant source:

- CDBG: \$3,722,311 (inclusive of \$8000 program income)
- HOME: \$1,499,854 (inclusive of \$100,000 program income)
- HOPWA: \$560,733
- ESG: \$308,712

#### Priority Table

Table 5 - Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	3,714,311	8,000	0	3,722,311	3,722,311	Accounts for actual anticipated HUD award. Assumes \$8,000 annual program income over the five-year period. Prior year resources are being reviewed for availability in FY19/20.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,399,854	100,000	0	1,499,854	1,499,854	Accounts for actual HUD award. Assumes \$100,000 program income for the current action plan year. Prior year resources are being reviewed for availability in FY19/20.
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	560,733	0	0	560,733	560,733	Accounts for actual HUD award.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	308,712	0	0	308,712	308,712	Accounts for actual HUD award.

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

Applicants for CDBG, HOME, ESG and HOPWA funds are rated on the percentage of assistance they are requesting from the City of Bakersfield. The City of Bakersfield gives preference to applicants that have other funds available to complete the project; and preferably, federal funds comprise less than 50 percent of the total project budget. The lower the percentage required from federal funds, the more points the proposal receives.

The CDBG Program does not require matching funds, although, in most instances, additional funds are required to make a project feasible to implement. Both the HOME and ESG programs require a match.

There is no federal match requirement for HOPWA; however, project sponsors report leveraged funds. Due to the nature of the program, leveraged funds are typically nominal.

In the five-year period of the 2010-15 ConPlan, the City reported leverage of \$2.21 to every \$1 of HUD funds. To date, the City has leveraged approximately \$2.75 for each dollar of HUD funding during the 2015-2020 ConPlan cycle.

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

Streets, curb, gutter, sidewalks and drainage systems are part of the City's infrastructure that require improvements for FY 2019/20. This Action Plan has identified the following five right-of-way infrastructure improvement projects funded through the CDBG program:

- Baker Street/Old Town Kern Area Street Reconstruction: Project area generally bounded by Beale Ave., Flower St., Owens St., Pacific St., Haley St., Monterey St., Brown St., Niles St., Virginia St., and Kentucky St.
- Union-Brundage Area Curb, Gutter, Sidewalk Reconstruction: project area generally bounded by Brundage Lane, Union Avenue, 4st Street, and the Kern Island Canal.
- Castro Area Curb, Gutter, Sidewalk and Reconstruction: Project area generally bounded by Hughes Lane, Wilson Rd., Ming Ave., and Benton St.
- Oleander Area Curb, Gutter, Sidewalk and Reconstruction: Project area generally bounded by California Avenue, Chester Avenue, Verde Street, and A Street.
- La France Area Curb, Gutter, Sidewalk and Reconstruction: Project area generally bounded by Project area generally bounded by South H St., Ming Ave., El Toro Dr. and Hwy 58.

In addition to public infrastructure improvements, the City will perform the following improvements at Beale Park: replace outdated pole lights and fixtures with modern efficient lighting; and demolish the deteriorating restroom building and construct a new one.

In addition, debt service will be paid on two Section 108 Loan Repayments. The first is for street improvements in Southeast Bakersfield. The second is for improvements to two swimming pools, construction of a wet play area, and construction of a downtown swimming pool.

## Discussion

In addition, the City of Bakersfield anticipates funds to be leveraged from other non-entitlement resources that include, but are not limited to:

- Low Income Housing Tax Credits (LIHTC) – New housing construction or residential rehabilitation programs funded in part with City of Bakersfield entitlement funding may leverage LIHTC. Federal 4 percent and 9 percent LIHTC are a likely principal source of funding in the construction or rehabilitation of affordable rental housing units, and are a dollar-for-dollar credit against federal tax liability for the tax credit investor.
- Section 8 Housing Choice Vouchers – the Housing Authority of the County of Kern administers the Section 8 program within the City of Bakersfield. Section 8 funds provide rent subsidies to assist in housing affordability within the rental housing market.
- Continuum of Care Funding (CoC) – The Kern County Homeless Collaborative, acting as the Continuum of Care for Kern County, receives funding directly from HUD to support efforts to end homelessness by providing housing and support services to families and individuals experiencing homelessness. In February 2019, HUD awarded the CoC \$5.92 million in funding.
- State of California Affordable Housing Programs – In response to the affordable housing crisis in California the State government has opened up multiple funding sources for affordable housing development. These sources provide leveraging opportunities to create more affordable housing units with our HOME funds. Sources such as No Place Like Home (NPLH), Affordable Housing Sustainable Communities (AHSC), and Transformative Climate Communities (TCC) are a few examples of funding sources which the City intends to leverage with its HOME allocation in order to create more affordable housing units.

# Annual Goals and Objectives

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

### Goals Summary Information

Table 6 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Decent and Affordable Housing	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs	City of Bakersfield	Preserve/Expand Decent, Accessible, Affordable Hsg	CDBG: \$430,000 HOPWA: \$543,911 HOME: \$1,359,869 ESG: \$100,332	Public service activities other than Low/Moderate Income Housing Benefit: 48360 Persons Assisted Rental units constructed: 8 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 46 Households Assisted
3	Public Infrastructure and Facility Improvements	2015	2019	Non-Housing Community Development	City of Bakersfield	Improve Public Infrastructure & Facilities Improve	CDBG: \$2,024,544	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 22055 Persons Assisted
4	Public Facilities and Services for Special Needs	2015	2019	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	City of Bakersfield	Improve Public Infrastructure & Facilities Improve Preserve/Expand Decent, Accessible, Affordable Hsg	CDBG: \$131,000	Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted Homeowner Housing Rehabilitated: 7 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Public Facilities/Services for Homeless & AIDS/HIV	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Bakersfield	Public Facilities/Services for Homeless & HIV/AIDS	CDBG: \$35,000 ESG: \$185,227	Public service activities other than Low/Moderate Income Housing Benefit: 881 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 800 Beds Housing for People with HIV/AIDS added: 135 Household Housing Unit

## Goal Descriptions

**Table 7 – Goal Descriptions**

1	<b>Goal Name</b>	<b>Decent and Affordable Housing</b>
	<b>Goal Description</b>	Preserve existing decent, accessible and affordable housing, increase the supply of affordable housing and provide homeownership and rental opportunities for lower-income residents in the City.
2	<b>Goal Name</b>	<b>Community and Economic Development</b>
	<b>Goal Description</b>	Support community and economic development opportunities by creating, retaining and attracting businesses and jobs that will improve the economic health of low-and moderate-income areas.
3	<b>Goal Name</b>	<b>Public Infrastructure and Facility Improvements</b>
	<b>Goal Description</b>	Improve and expand the City's existing public infrastructure (streets, sidewalks, curb/gutters, street fixtures, drainage systems, and sewer/water systems) and public facilities (parks and recreational facilities, community centers, public healthcare centers) in low-and moderate-income areas.
4	<b>Goal Name</b>	<b>Public Facilities and Services for Special Needs</b>
	<b>Goal Description</b>	Improve and increase facilities and services to create suitable living environments for non-homeless persons with special needs. These include facilities and their programs that service the young, seniors, large families, persons with disabilities and farmworkers.
5	<b>Goal Name</b>	<b>Public Facilities/Services for Homeless &amp; AIDS/HIV</b>
	<b>Goal Description</b>	Providing emergency shelters and transitional and supportive housing opportunities. Improve and increase public services to end chronic homelessness and treat persons with HIV/AIDS.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

In FY 2019-20, the City of Bakersfield will provide affordable housing, as defined by HOME 91.215(b) to a minimum of seven households. Affordable housing shall be available to two extremely low-income households, three low-income households, and two moderate-income households. See Table 11 and 12 for one-year Affordable Housing goals by support type.

## **AP-35 Projects – 91.220(d)**

### **Introduction**

The ConPlan identifies five goals to address the City's housing and community development needs during the five-year period (2015-20). General priority categories of housing, homelessness, special needs, and community development needs and their associated goals are addressed in the various activities to be undertaken. The following Action Plan 2019-20 projects estimate the number and type of families that will benefit from the proposed activities, including special local objectives and priority needs.

The Action Plan also provides information related to the proposed geographic distribution of investment. It includes a general description of homeless and other community development needs, activities to be undertaken, and other actions to address the obstacles in meeting underserved needs and reducing poverty.

The budget for the City's fifth year of the Action Plan is \$6,091,610 in entitlement funds which is distributed as follows:

- CDBG - \$3,722,311
- HOME - \$1,499,854
- ESG - \$308,712
- HOPWA - \$560,733

Within the resources detailed above, the City anticipated utilizing \$924,422 for planning and administration related to program delivery of entitlement grant programs. Specifically, the City anticipates the following breakdown of costs associated with administration:

- CDBG - \$744,462
- HOME - \$139,985
- ESG - \$23,153
- HOPWA - \$16,822

The City anticipates utilizing 20% of CDBG program income, 10% of HOME program income for planning and administration; and allowing Kern County Public Health (HOPWA Project Sponsor) up to \$39,251.31 in administration costs (not exceeding 7% of HOPWA program funds net City administrative costs).

**Table 8 – Project Information**

#	Project Name
1	Bakersfield Senior Center Public Services
2	Fair Housing Program Services
3	Bakersfield Police Officers
4	Mission at Kern (Operations at HEAP Funded Expansion)
5	Section 108 Loan Repayment for \$800,000 of Public Facilities
6	Section 108 Loan Repayment for \$4.1 Million of Public Facilities
7	General Management and Oversight
8	Home Access Grant Program
9	Union-Brundage Area Curb, Gutter, Sidewalk, Drainage and Reconstruction
10	Oleander Area Curb, Gutter, Sidewalk and Reconstruction
11	La France Area Curb, Gutter, Sidewalk and Reconstruction
12	Castro Area Curb, Gutter, Sidewalk and Reconstruction
13	Baker/Old Town Kern Area Street Reconstruction
14	Beale Park Lighting Upgrades
15	Beale Park Restroom Replacement
16	New Construction Assistance
17	CHDO Set Aside
18	HOME Administration
18	HESG19 Projects
20	2017-2020 City of Bakersfield CA18F013 (BKF)
21	2017-2020 City of Bakersfield CA18F013 (BKF)

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

The ConPlan identifies five goals to address the housing and community development needs during the five-year period (2015-20). General priority categories of housing, homelessness, special needs, and community development needs and their associated goals are addressed in the activities to be undertaken. These activities estimate the number and type of families that will benefit from the proposed activities, including special local objectives and priority needs. In addition, the City takes into account consultation made with organizations, agencies, and residents to further refine priorities.

In anticipation of the next year's funding cycle, a Notice of Funding Availability is published each September regarding the availability of grant information, and notice is sent to a list of known service providers, community based organizations, individual City departments, and any other person or entity that has expressed interest in the program. All applications, including those submitted by City departments, are reviewed, qualified, and scored by Community Development staff on an equal basis for consideration by the Budget and Finance Committee of the City Council for inclusion in the Annual Action Plan for project funding.

# Projects

## AP-38 Projects Summary

### Project Summary Information

Table 9 – Project Summary

1	<b>Project Name</b>	<b>Bakersfield Senior Center Public Services</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Public Facilities and Services for Special Needs
	<b>Needs Addressed</b>	Improve/Expand Public Facility & Services Special Needs
	<b>Funding</b>	CDBG: \$90,000
	<b>Description</b>	Funds for public services for low-income seniors at the Bakersfield Senior Center located at 530 4th Street.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1,000 low-income seniors will benefit from this activity.
	<b>Location Description</b>	Bakersfield Senior Center - 530 4th Street
	<b>Planned Activities</b>	Operation and Maintenance for Senior Center located at 530 4th Street.
2	<b>Project Name</b>	<b>Fair Housing Program Services</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Decent and Affordable Housing
	<b>Needs Addressed</b>	Preserve/Expand Decent, Accessible, Affordable Housing
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	Public services provided by Greater Bakersfield Legal Assistance to affirmatively further fair housing choice, including education, intake, screening, counselling, testing and mediation.
	<b>Target Date</b>	4/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	200 low/moderate income people will be assisted with this activity; a portion of those served may be disabled.
	<b>Location Description</b>	615 California Avenue, Bakersfield, CA 93304
	<b>Planned Activities</b>	Public services provided by Greater Bakersfield Legal Assistance to affirmatively further fair housing choice, including education, intake, screening, counselling, testing and mediation.
3	<b>Project Name</b>	<b>Bakersfield Community Relations Officers</b>
	<b>Target Area</b>	City of Bakersfield

	<b>Goals Supported</b>	Community and Economic Development
	<b>Needs Addressed</b>	Create/Retain/Attract Community & Economic Develop/Homelessness/Non-Housing Services and Facilities
	<b>Funding</b>	CDBG: \$330,000
	<b>Description</b>	Community Relations Officers in Central and Southern Bakersfield.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	48,160 low/moderate income persons will be served by this project.
	<b>Location Description</b>	Area 1: Area generally bounded by Highway 99, Highway 58, Cottonwood Road, Martin Luther King Drive, Haley Street, Columbus Avenue, Manor Street, and the Kern River between Manor Street and Highway 99.  Area 2: Area generally bounded by Highway 99, South H Street, White Lane, and Ming Avenue.
	<b>Planned Activities</b>	Project funds will be utilized to increase the compliment of Community Relations Officers. Officers will be assigned to the target footprint exclusively, to provide services that will enhance the quality of life for the residents.
4	<b>Project Name</b>	<b>Mission at Kern (Operations at HEAP Funded Expansion)</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Public Facilities/Services for Homeless & AIDS/HIV
	<b>Needs Addressed</b>	Public Facilities/Services for Homeless & HIV/AIDS
	<b>Funding</b>	CDBG: \$35,000
	<b>Description</b>	Funds for homeless shelter operations and services.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	588 homeless individuals will benefit from this activity.
	<b>Location Description</b>	800 Baker Street, Bakersfield, CA 93305
<b>Planned Activities</b>	Funds for homeless shelter operations and services to serve the homeless community.	
5	<b>Project Name</b>	<b>Section 108 Loan Repayment for \$800,000 of Public Facilities</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Public Infrastructure and Facility Improvements
	<b>Needs Addressed</b>	Improve Public Infrastructure & Facilities Improve
	<b>Funding</b>	CDBG: \$55,922
	<b>Description</b>	Principal and interest on an \$800,000 loan for street improvements in Southeast Bakersfield.
	<b>Target Date</b>	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Principal and interest on an \$800,000 loan for street improvements in Southeast Bakersfield.
6	<b>Project Name</b>	<b>Section 108 Loan Repayment for \$4.1 Million of Public Facilities</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Public Infrastructure and Facility Improvements
	<b>Needs Addressed</b>	Improve Public Infrastructure & Facilities Improve
	<b>Funding</b>	CDBG: \$301,383
	<b>Description</b>	Principal interest on \$4,100,000 loan to improve two swimming pools, construct a wet play area in the southeast and build a downtown swimming pool.
	<b>Target Date</b>	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
Planned Activities	Principal interest on \$4,100,000 loan to improve two swimming pools, construct a wet play area in the southeast and build a downtown swimming pool.	
7	<b>Project Name</b>	<b>General Management and Oversight</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Decent and Affordable Housing Community and Economic Development Public Infrastructure and Facility Improvements Public Facilities and Services for Special Needs Public Facilities/Services for Homeless & AIDS/HIV
	<b>Needs Addressed</b>	Preserve/Expand Decent, Accessible, Affordable Housing Create/Retain/Attract Community & Economic Develop Improve Public Infrastructure & Facilities Improve Improve/Expand Public Facility & Services Special Needs Public Facilities/Services for Homeless & HIV/AIDS
	<b>Funding</b>	CDBG: \$744,462
	<b>Description</b>	Costs associated with overall program management, coordination, and monitoring of the CDBG program.
	<b>Target Date</b>	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	N/A

	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	Costs associated with overall program management, coordination, and monitoring of the CDBG program.
8	<b>Project Name</b>	<b>Home Access Grant Program</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Public Facilities and Services for Special Needs
	<b>Needs Addressed</b>	Preserve/Expand Decent, Accessible, Affordable Housing (Note: Omitted Improve/Expand Public Facility & Services Special Needs from Needs Addressed due for consistency with first two action plans)
	<b>Funding</b>	CDBG: \$41,000
	<b>Description</b>	Grants up to \$3,500 for handicapped accessibility improvements to privately or publicly owned residential structures in neighborhoods.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 7 households will be assisted.
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Grants up to \$3,500 for handicapped accessibility improvements to privately or publicly owned residential structures in neighborhoods.
9	<b>Project Name</b>	<b>Union-Brundage Area Curb, Gutter, Sidewalk, Drainage and Reconstruction</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Public Infrastructure and Facility Improvements
	<b>Needs Addressed</b>	Improve Public Infrastructure & Facilities Improve
	<b>Funding</b>	CDBG: \$307,544
	<b>Description</b>	Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation in the area generally bounded by 4th St., Union Ave., Brundage Lane, and Kern Island Canal.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1290 low/moderate income persons will be served.
	<b>Location Description</b>	Area generally bounded by 4th St., Union Ave., Brundage Lane, and Kern Island Canal.
	<b>Planned Activities</b>	Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation in the area generally bounded by 4th St., Union Ave., Brundage Lane, and Kern Island Canal.
10	<b>Project Name</b>	<b>Oleander Area Curb, Gutter, Sidewalk and Reconstruction</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Public Infrastructure and Facility Improvements
	<b>Needs Addressed</b>	Improve Public Infrastructure & Facilities Improve

	<b>Funding</b>	CDBG: \$357,000
	<b>Description</b>	Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation in the area generally bounded by A St., California Ave., Chester Ave., and Verde St.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3185 low/moderate income persons will be assisted with this project
	<b>Location Description</b>	Area generally bounded by A St., California Ave., Chester Ave., and Verde St.
	<b>Planned Activities</b>	Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation in the area generally bounded by A St., California Ave., Chester Ave., and Verde St.
11	<b>Project Name</b>	<b>La France Area Curb, Gutter, Sidewalk and Reconstruction</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Public Infrastructure and Facility Improvements
	<b>Needs Addressed</b>	Improve Public Infrastructure & Facilities Improve
	<b>Funding</b>	CDBG: \$306,000
	<b>Description</b>	Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation in the area generally bounded by South H St., Ming Ave., El Toro Dr., and Highway 58.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1810 low/moderate income persons will be served by the project.
	<b>Location Description</b>	Area generally bounded by South H St., Ming Ave., El Toro Dr., and Highway 58.
	<b>Planned Activities</b>	Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation in the area generally bounded by South H St., Ming Ave., El Toro Dr., and Highway 58.
12	<b>Project Name</b>	<b>Castro Area Curb, Gutter, Sidewalk Reconstruction</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Public Infrastructure and Facility Improvements
	<b>Needs Addressed</b>	Improve Public Infrastructure & Facilities Improve
	<b>Funding</b>	CDBG: \$204,000
	<b>Description</b>	Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation. Area generally bounded by Benton Rd., Wilson Rd., Ming Rd., and South H St.
	<b>Target Date</b>	6/30/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1115 low/moderate income persons will be served by the project.
	<b>Location Description</b>	Area generally bounded by Benton Rd., Wilson Rd., Ming Rd., and South H St.
	<b>Planned Activities</b>	Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation. Area generally bounded by Benton Rd., Wilson Rd., Ming Rd., and South H St.
13	<b>Project Name</b>	<b>Baker/Old Town Kern Area Street Reconstruction</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Public Infrastructure and Facility Improvements
	<b>Needs Addressed</b>	Improve Public Infrastructure & Facilities Improve
	<b>Funding</b>	CDBG: \$157,000
	<b>Description</b>	Street rehabilitation in the area generally bounded by Beale Ave., Flower St., Owens St., Pacific St., Haley St., Monterey St., Brown St., Niles St., Virginia St., and Kentucky St.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4,735 low/moderate income persons will be assisted with this project
	<b>Location Description</b>	Area generally bounded by Beale Ave., Flower St., Owens St., Pacific St., Haley St., Monterey St., Brown St., Niles St., Virginia St., and Kentucky St.
	<b>Planned Activities</b>	Street rehabilitation in the area generally bounded by Beale Ave., Flower St., Owens St., Pacific St., Haley St., Monterey St., Brown St., Niles St., Virginia St., and Kentucky St.
14	<b>Project Name</b>	<b>Beale Park Lighting Upgrades</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Public Infrastructure and Facility Improvements
	<b>Needs Addressed</b>	Improve Public Infrastructure & Facilities Improve
	<b>Funding</b>	CDBG: \$336,000
	<b>Description</b>	Replace outdated lighting system with upgraded system throughout Beale Park.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4,960 low/moderate income persons will be assisted with this project
	<b>Location Description</b>	Beale Park. 500 Oleander Ave, Bakersfield, CA 93304
	<b>Planned Activities</b>	Replace outdated lighting system with upgraded system throughout Beale Park.
15	<b>Project Name</b>	<b>Beale Park Restroom Replacement</b>
	<b>Target Area</b>	City of Bakersfield

	<b>Goals Supported</b>	Public Infrastructure and Facility Improvements
	<b>Needs Addressed</b>	Improve Public Infrastructure & Facilities Improve
	<b>Funding</b>	CDBG: \$357,000
	<b>Description</b>	Demolition and replacement of existing restroom facility at Beale Park.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4,960 low/moderate income persons will be served by the project
	<b>Location Description</b>	Beale Park. 500 Oleander Ave, Bakersfield, CA 93304
	<b>Planned Activities</b>	Demolition and replacement of existing restroom facility at Beale Park.
16	<b>Project Name</b>	<b>New Construction Assistance</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Decent and Affordable Housing
	<b>Needs Addressed</b>	Preserve/Expand Decent, Accessible, Affordable Housing
	<b>Funding</b>	HOME: \$1,149,891
	<b>Description</b>	Housing development costs associated with the acquisition and/or construction of affordable housing.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Minimum of 6 low-income households.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Gap financing associated with the development of affordable housing.
17	<b>Project Name</b>	<b>CHDO Set Aside</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Decent and Affordable Housing
	<b>Needs Addressed</b>	Preserve/Expand Decent, Accessible, Affordable Housing
	<b>Funding</b>	HOME: \$209,978
	<b>Description</b>	Loans and/or grants to develop, acquire, rehabilitate, and/or construct affordable single or multi-family housing. Project to be implemented by a qualified Community Housing Development Organization (CHDO).
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A minimum of 2 low-income households.
	<b>Location Description</b>	City-wide

	<b>Planned Activities</b>	Gap financing associated with the development of affordable housing.
18	<b>Project Name</b>	<b>HOME Administration</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Decent and Affordable Housing
	<b>Needs Addressed</b>	Preserve/Expand Decent, Accessible, Affordable Housing
	<b>Funding</b>	HOME: \$139,985
	<b>Description</b>	Costs related to overall management & coordination of the HOME program.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	Administrative costs associated with the management and coordination of the HOME Investment Partnership Program.
19	<b>Project Name</b>	<b>HESG19 Projects</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Decent and Affordable Housing Public Facilities/Services for Homeless & AIDS/HIV
	<b>Needs Addressed</b>	Preserve/Expand Decent, Accessible, Affordable Hsg Public Facilities/Services for Homeless & HIV/AIDS
	<b>Funding</b>	ESG: \$308,712
	<b>Description</b>	Includes Admin, Outreach, Shelter, and Rapid Re-Housing activities.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	800 homeless persons will be provided with Shelter Services, 80 homeless persons will be provided with Outreach Services, and 20 homeless persons will be provided with Rapid Re-housing Services.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Includes Administration, Outreach, Shelter, and Rapid Re-Housing activities associated with assisting homeless persons.
20	<b>Project Name</b>	<b>2017-2020 City of Bakersfield CA18F013 (BKF)</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Decent and Affordable Housing Public Facilities/Services for Homeless & AIDS/HIV
	<b>Needs Addressed</b>	Preserve/Expand Decent, Accessible, Affordable Housing Public Facilities/Services for Homeless & HIV/AIDS
	<b>Funding</b>	HOPWA: \$543,911
	<b>Description</b>	Rental assistance, emergency assistance, housing counseling and related services to ensure safe and stable housing for persons living with HIV/AIDS.

	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The FY 2019-20 HOPWA funding will provide: Short-term Rent, Mortgage and/or Utility assistance (STRMU) to a minimum of 115 persons; Tenant-Based Rental Assistance (TBRA) to 26 persons/households; Facility-Based Housing - Leasing costs for hotel/motel assistance to 20 persons/households; Housing Information Services (including housing counseling, referral, and outreach) to 161 persons/households; and Supportive Services (to address transportation, links into treatment and care for HIV/AIDS and associated medical issues) to assist 140 persons/households.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Activities include: Short-term Rent (STRMU), Tenant-based Rental Assistance (TBRA), Facility-based Housing, Housing Information Services, and Supportive Services.
21	<b>Project Name</b>	<b>2017-2020 City of Bakersfield CA18F013 (BKF)</b>
	<b>Target Area</b>	City of Bakersfield
	<b>Goals Supported</b>	Decent and Affordable Housing Community and Economic Development Public Infrastructure and Facility Improvements Public Facilities and Services for Special Needs Public Facilities/Services for Homeless & AIDS/HIV
	<b>Needs Addressed</b>	Preserve/Expand Decent, Accessible, Affordable Hsg Create/Retain/Attract Community & Economic Develop Improve Public Infrastructure & Facilities Improve Improve/Expand Public Fac & Services Special Needs Public Facilities/Services for Homeless & HIV/AIDS
	<b>Funding</b>	HOPWA: \$16,822
	<b>Description</b>	Administrative costs related to oversight of HOPWA Program activities.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	Administrative costs related to oversight of HOPWA Program activities.

## **AP-50 Geographic Distribution – 91.220(f)**

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

**CDBG.** There are no targeted areas for CDBG investments within the City. Housing programs funded with CDBG funds are available city-wide to low- and moderate-income residents. Fair housing program services are also provided city-wide. Supportive services are available city-wide to low- and moderate-income residents and person with special needs. Debt service on Section 108 public improvement projects are located in low- and moderate-income areas. Public infrastructure and facility improvements are in predominately low- and moderate-income areas.

**HOME.** No HOME projects have been selected for funding; however, staff is expecting several applications for affordable housing during the fiscal year. Consideration of the area in which new construction projects are proposed will be a selection criterion for new applications. A HUD directive requires the City of Bakersfield to give special consideration to affordable housing outside the Racial/Ethnic Concentrated Area of Poverty (RECAPs).

**ESG.** Supportive services are available city-wide to the homeless.

**HOPWA.** HOPWA assistance will be available City-wide.

### **Geographic Distribution**

**Table 10 - Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City of Bakersfield	94

### **Rationale for the priorities for allocating investments geographically**

There are no specific geographic target areas in Bakersfield; however all public service programs funded with CDBG funding will be available city-wide to eligible persons. The City will also allocate CDBG funds for public facility and public infrastructure projects located in eligible low- and moderate-income areas. HOME funds will be targeted within the City of Bakersfield limits and preference will be given to projects outside of RECAP areas. ESG funds are targeted within the City of Bakersfield corporate limits, and HOPWA funds are available City-wide.

## Affordable Housing

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### **AP-55 Affordable Housing – 91.220(g)**

#### **Introduction**

The City's 2015-20 Consolidated Plan (ConPlan) ranks the need for decent, accessible, and affordable housing as a high priority for the community. Surveys from the community and market studies on affordable housing established the ranking. In addition, the Housing Authority of the County of Kern and other low-income housing providers have long waiting lists from potential tenants for available affordable housing units. These lists continue to grow as the State's affordable housing crisis increases. Currently, the Housing Authority of the County of Kern's reports 15,620 households on its waiting list, an increase from 13,740 households from the last year.

Adopted in 2016, the City of Bakersfield's Housing Element includes programs to:

- Provide housing opportunities and accessibility for all economic segments of the City;
- Provide and maintain an adequate supply of sites for the development of affordable new housing;
- Preserve, rehabilitate, and enhance existing housing and neighborhoods;
- Ensure that all housing programs are available without discrimination on the basis of race, color, religion, sex national origin, ancestry, marital status, age, household composition or size, and any other arbitrary factor; and
- Encourage and enhance intergovernmental, public, and private coordination and cooperation to achieve an adequate supply of housing for all economic and social segments of the community.

The City of Bakersfield continues to actively pursue its goal of creating decent, accessible and affordable housing. The City's ConPlan states that the City will develop, construct, or rehabilitate 220 affordable housing units during the five-year period.

#### ConPlan 2015-20:

- Residence at Old Town Kern (new construction) – 50 units
- Park 20th (new construction) – 56 units
- Millcreek Courtyard (new construction) – 62 units
- Millcreek Village (new construction) 63 units
- Parkview Cottages (down payment assistance) – 9 units
- Monterey Street (rehabilitation) – 16 units
- Villa San Dimas (rehabilitation) – 20 units
- Green Gardens (rehabilitation) – 102 units

Broken down into one-year goals the City shall prioritize its funding to develop, construct, or rehabilitate 42 affordable housing units. In addition to the 42 affordable units per year, the City plans to provide home accessibility improvements for seven households and provide rental assistance to 46 homeless individuals and persons living the AIDS.

## Affordable Housing

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households to be Supported	
Homeless	20
Non-Homeless	44
Special-Needs	33
Total	97

**Table 12 - One Year Goals for Affordable Housing by Support Type**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	46
The Production of New Units	42
Rehab of Existing Units	9
Acquisition of Existing Units	0
Total	97

## ***AP-60 Public Housing – 91.220(h)***

### **Introduction**

The Housing Authority of the County of Kern (Housing Authority) administers Bakersfield's Public Housing programs and the Section 8 Housing Choice Vouchers. Currently, the Housing Authority operates and maintains 20 low-income public housing or other affordable housing complexes, totaling 1,260 units, in Bakersfield. The Housing Authority offers many different programs within these complexes to ensure self-sufficiency and success by its tenants. In the past year, the Housing Authority housed over 334 homeless households in permanent supportive housing.

The Section 8 Housing Choice Vouchers program is overseen by the Housing Authority. Currently, the Housing Authority has 3,288 participants in its voucher programs within the City of Bakersfield. The program provides rental subsidies to low-income families who spend more than 30% of their gross income on housing costs. These recipients are able to choose any housing that meets the requirements of the program and are not limited to those units, which are provided in subsidized housing projects.

The Housing Authority reports that in 2019 all public housing units are occupied or committed. The demand for affordable housing still exceeds the inventory with 15,620 households currently on the public housing waiting list.

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

The City and the Housing Authority will continue to look for funding to construct additional low-income housing and provide self-sufficiency programs for clients. Currently, the Housing Authority is applying for tax credits as the final financial commitment to develop Residences at East Hills, which was supported by the City of Bakersfield in its Fiscal Year 18/19 Action Plan and funding from earlier years. Additionally, City of Bakersfield is collaborating with the Housing Authority's Community Housing Development Organization (CHDO) arm to develop two four-plexes in Central Bakersfield, and collaborating to look at affordable housing sources from the State of California to support future projects and leverage with HOME funds. In addition to working with the Housing Authority and other service providers, the City will increase Fair Housing education, outreach, testing, and referral services, monitor unfair/predatory lending practices, ensure training for apartment owners/managers on fair housing laws, and host or partner with service providers to hold Fair Housing workshops to educate the public about fair housing rights and housing laws.

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

The Housing Authority operates under the accountability of a seven-member Board of Commissioners appointed by the Kern County Board of Supervisors. Two of the seven commissioners, referred to as "Tenant Commissioners," must live in public housing or participate in the voucher program. The Housing Authority employs 170 employees under an administrative structure headed by an Executive Director who reports to the Board of Commissioners. The mission of the Housing Authority is to improve the quality of life for low-income residents of Kern County by providing safe, affordable housing and by assisting residents to become self-sufficient and to achieve home ownership. In FY 2018-19, the Housing Authority assisted 20 families to become first-time homebuyers.

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

Not applicable. The Housing Authority of the County of Kern is Bakersfield's PHA and is not designated as troubled.

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

#### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

The City of Bakersfield's ConPlan shows a 5 year goal of serving 3,000 homeless persons with shelter assistance and 100 households with Rapid Re-housing assistance. This year, the City anticipates serving 800 of the 3,000 homeless persons with shelter assistance and 20 of the 100 households with Rapid Rehousing assistance. In addition, 80 people are anticipated to be served through homeless outreach. These goals will be accomplished through the City's Emergency Solutions Grants (ESG) and the Community Development Block Grant (CDBG), which will fund the following agencies in FY 2019-20.

- Bakersfield Homeless Center – Shelter (\$67,438 ESG)
- Bakersfield Homeless Center – Rapid Re-Housing (\$100,332 ESG)
- Bakersfield Rescue Mission – Shelter (\$66,000 ESG)
- Flood Bakersfield Ministries – Street Outreach (\$23,625 ESG)
- Alliance Against Family Violence – Shelter (\$28,164 ESG)

Additionally, through FY 2019-20 HOPWA funding, the City of Bakersfield will work with Kern County Public Health to reach out to and address the needs of the homeless persons living with HIV/AIDS.

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

Assessing the Needs of Homeless Persons

The Kern County Homeless Collaborative (KCHC), who serves as the local Continuum of Care (CoC), is a valuable source of outreach to the homeless community. It is the policy of City's Development Services Department to regularly have staff representation at CoC meetings in order to gain input from the collaborative on homeless needs, priorities, and ESG project performance. As homeless subgroups each have unique needs, the CoC Governance Committee includes at least one representative from the Homeless or Formerly Homeless Population; one Veterans Affairs/Homeless Veterans Service Provider Representative; and one McKinney-Vento Liaison/Local Education Agency Representative/or Educational Services to Homeless Children & Youth Representative. The City also participates in the yearly Homeless Census Count conducted by the KCHC and was part of the process in developing the Mayor's 10 Year Plan to End Homelessness in Kern County.

The City will work with KCHC to gather input throughout the Action Plan process from the homeless community. The City works with the collaborative to distribute Notice of Funding Availability of City HUD funds, Action Plan and CAPER notices, community input surveys, and public outreach flyers. The City will work to include postings at homeless shelters, homeless outreach providers, public housing providers, and common areas within the City. Needs collected in collaboration with the KCHC directly impact projects included in the 2019-20 Action Plan.

In addition, the City will continue to support the ongoing funding of assessment and outreach activities as well as the expansion and creation of additional outreach activities provided by existing homeless and social service organizations throughout the City. Flood Bakersfield Ministries has been selected to receive \$23,625 in ESG funds for the 2019-20 Action Plan year and is anticipated to serve 80 individuals with outreach services.

Supporting the Coordinated Entry and HMIS Systems of the Homeless Collaborative

In serving the homeless community, the City supports the Kern County Homeless Collaborative Coordinated Entry and Assessment approach. This approach is a

standardized plan for the entire KCHC which incorporates tools, processes, policies and HUD CoC and ESG requirements to maximize efficient and ethical intervention. Service providers share one point of entry for services, ensuring people who are homeless or who are at risk for homelessness are served and/or housed as quickly and efficiently as possible. This approach increases service provider connectivity, and the ability to properly assess the individual needs of homeless persons. Data is collected through the HMIS System, and helps providers assess the needs of participants more accurately. Participants in the City's ESG grants participate in the KCHC HMIS and Coordinated Entry System.

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

Though prioritizations established through collaboration with the Kern County Homeless Collaborative, the City will use its Emergency Solutions Grants (ESG), to fund the Bakersfield Homeless Shelter, the Mission at Kern County Shelter and the Alliance Against Family Violence and Sexual Assault Shelter. As detailed above, these funds will be used to improve the quality of emergency shelters for the homeless, operating cost of such shelters, provide essential social services, homeless prevention services, and other assistance to the homeless community.

In response to requests from mayors of California's 11 largest cities, Senate Bill 850 was passed in 2018, creating the Homeless Emergency Aid Program (HEAP). This program provided significant state funds to address the urgent need of cities to address the homeless issues in their municipalities. City of Bakersfield is utilizing its allocation (approximately \$1.247 million) to increase emergency shelter beds, provide a community resources center for homeless persons, and increase housing opportunities for homeless youth and youth at-risk of becoming homeless.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

#### Using Entitlement Funds

During the Action Plan year, the City will use ESG, CDBG, HOME, and HOPWA funds to help homeless persons make the transition to permanent housing and independent living. The City will use its ESG grant to provide funds to three homeless shelter providers, a Rapid Re-housing program (providing homeless persons with funds to pay for rent, and deposits), and will use both CDBG and ESG for a Homeless Outreach program (providing outreach to smooth the transition from homelessness into independent living). In addition, the City anticipates using HOME funds to support new construction and rehab of affordable housing projects within the City (See Sections AP-55, AP-90). Through FY 2019-20 HOPWA funding, the City of Bakersfield will also work with Kern County Public Health to address the needs of the homeless persons living with HIV/AIDS.

#### Supporting the Kern County Homeless Collaborative

The City of Bakersfield is an active member of the Kern County Homeless Collaborative (KCHC) and supports its strategy to prevent homelessness. KCHC members use a Coordinated Entry approach, collect data using a centralized HMIS system, and take into account the unique needs of homeless sub-groups (such as chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth).

The KCHC uses a Coordinated Entry approach which is a standardized plan for the entire KCHC which incorporates tools, processes, policies and HUD CoC and ESG requirements to maximize efficient and ethical intervention. Service providers share one point of entry for services, ensuring people who are homeless or who are at risk for homelessness are served and/or housed as quickly and efficiently as possible. This approach increases service provider connectivity, and the ability to properly assess the individual needs of homeless persons. Data collected by the KCHC is entered into the HMIS System (including the resources each participant has attained, the period of time a participant has remained homeless, and other important data that helps the service providers assess and deliver the proper services). This data collection approach has been set up with the goals of helping homeless persons make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again. Participants in the City's ESG grants participate in the KCHC Coordinated Entry approach, and the HMIS System.

#### Helping Specific Sub-Groups

The KCHC maintains a by-name list and participates in prioritizing chronically homeless individuals and families to ensure beds are utilized. Thirty-six (36) Housing Choice Vouchers (HCVs) per year are designated by our local Public Housing Authority for the most vulnerable chronically homeless. In addition, the KCHC participates in the Supportive Services for Veteran Families (SSVF) Community Plan responsible for planning and coordinating efforts to prevent and end homelessness among veterans. The SSVF group meets monthly through the CoC Housing Committee and reviews the veterans awarded vouchers by HUD-VASH, the number of open vouchers in the community, and the numbers of veterans served. In addition, the KCHC has implemented a homeless youth working group that strategizes and builds awareness of this population of the homeless community. The group works with Bakersfield College, Kern County Superintendent of Schools and the Kern High School District to partner in the work of assisting unaccompanied homeless youth.

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

The Kern County Homeless Collaborative has created a Discharge Planning Policy Task Force and has conducted a countywide Strategic Planning session. The purpose of the

session was to develop and implement strategies that involve political leaders, governmental agencies, homeless service providers, homeless consumers, and other stakeholders to prevent individuals from immediately becoming homeless, and to end general and chronic homelessness in Kern County. One of the many areas that was addressed was the issue of discharging persons into homelessness, regardless of whether the institution receives HUD McKinney Funds. The final discharge policy has become part of the Mayor's Ten Year Plan to End Homelessness. The Discharge Planning Committee of the KCHC meets regularly to keep up to date with changes within the community.

The Kern County Mental Health Department has developed and implemented policies for the discharge of persons from publicly funded institutions or systems of care. The Department of Mental Health works in conjunction with health care facilities, foster care or other youth facilities, and corrections programs and institutions to help prevent the discharge of individuals resulting in homelessness.

The Kern County Department of Human Services expedites discharged individuals' applications for general-aid, Food Stamps and other entitlements so that they do not experience gaps in coverage that can contribute to or exacerbate medical, psychiatric or financial crises and homelessness. In addition, Kern County will connect individuals who are homeless or at-risk of becoming homeless to permanent housing and a case manager prior to discharge. Finally, the County Department of Human Services will work with the California Department of Corrections and the Kern County Jail to facilitate recently released individuals' transition from incarceration to community living.

**AP-70 HOPWA Goals – 91.220 (I)(3)**

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	115
Tenant-based rental assistance	26
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	20
<b>Total</b>	<b>161</b>

City of Bakersfield’s HOPWA Program, administered by Kern County Health Department, provides critical emergency assistance to persons living with HIV/AIDS to prevent loss of housing and becoming homeless while addressing social, economic, health and mental health challenges. The program assists eligible clients throughout Kern County with case management services, food, and transportation assistance with the goal of achieving housing stability and access to care. Other partners in service delivery are Housing Authority of the County of Kern and Clinica Sierra Vista. Together these agencies work to minimize the effect that living with HIV/AIDS has on housing stability.

In February 2019, City staff met with staff from the County of Kern and the State of California to discuss the possibility of relinquishing control over funds of the HOPWA program from the City of Bakersfield and returning them to the state. Prior to the City of Bakersfield taking over administrative duties of HOPWA in Fiscal Year 2016-17, the State of California managed the program. If successful, the transition would take place in Fiscal Year 2019-20, and would be effective for the duration of the program. City staff will consult with City Attorney and City Manager’s office before proceeding with the matter.

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

### **Introduction**

The City of Bakersfield has instituted actions aimed at reducing the impact of the public sector role in housing costs and affordability.

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

To preserve affordability, the City allows and encourages developers to "piggyback" or file concurrent applications (i.e. rezones, tentative tract maps, conditional use permits, variance requests, etc.) if multiple approvals are required, and if consistent with applicable processing requirements. The City will continue to have staff available to assist low-income housing developers through permits, approvals, plan checks, inspections, etc. in order to make the approval process smoother and faster.

The City provides cost reductions to developers through the Density Bonus Ordinance when low and very-low income housing units are proposed. Further cost reductions occur in the form of increased densities and concessions such as flexibility in site development standards and zoning code requirements, reductions in development fees and dedication requirements, financial aid, and/or accelerated plan check.

Cost reductions occur through the more efficient use of land in the Commercial/Residential land use zone, SRO conversions, reduced parking requirements for the downtown area, granny units, accessory units and the Planned Unit Development (PUD) program. For example, the PUD residential districts of the zoning code allow design flexibility through, but not limited to, small lots, zero lot line, cluster developments, mixed unit types and high-rise apartments.

These housing policies and programs are included in the City's Housing Element, as required by State law. Further, the City of Bakersfield, in accordance with SB 35, began a procedure for streamlining the approval of affordable housing. This process allows for faster review and approval times for affordable housing projects in an effort to increase the City of Bakersfield's affordable housing production. The 2015-2023 Housing Element includes policies and programs to accommodate the City's fair share of the regional housing needs of extremely low, very low, low, moderate and above moderate-income households.

As previously mention in the Action Plan, with the adoption and implementation of the Bakersfield 2015-23 Housing Element, the City will be able to accommodate approximately 15,500 lower-income units between 2013 and 2023, which averages about 1,550 units per year. The City's Housing Element includes policies and programs to:

- Provide housing opportunities and accessibility for all economic segments of the City;
- Provide and maintain an adequate supply of sites for the development of affordable new housing;

- Preserve, rehabilitate, and enhance existing housing and neighborhood;
- Ensure that all housing programs are available without discrimination on the basis of race, color, religion, sex national origin, ancestry, marital status, age, household composition or size, and any other arbitrary factor;
- Encourage and enhance intergovernmental, public, and private coordination and cooperation to achieve an adequate supply of housing for all economic and social segments of the community.

Additionally, as described previously in this document, the City of Bakersfield will continue to seek partnerships to create or preserve affordable housing by providing financial assistance through the City's entitlement programs.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

Through the needs assessment and market analysis, as well as information derived from consultation with service providers and community input from the City's outreach efforts, the five-year ConPlan establishes the following priority needs:

1. Decent, accessible and affordable housing
2. Community and economic development
3. Public infrastructure and facilities improvements
4. Public facilities and services for the non-homeless special needs population
5. Public facilities and services for the homeless and persons with HIV/AIDS

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

The ability of the City to address underserved needs depends on the availability of resources. The City will continue to use CDBG, HOME, ESG and HOPWA funds to support projects that improve and expand the affordable housing stock, expand community and economic development, improve infrastructure and public facilities for non-homeless special needs and for homeless persons and persons living with HIV/AIDS. This year's CDBG funding will focus on public infrastructure improvements to improve access for residents in their neighborhoods, improve one City-owned park, provide increased police services to create safer communities for residents, provide services to senior citizens, and fair housing services to victims of housing discrimination. Likewise, HOME funds will be used to provide affordable housing options through the support of a future housing project that has not yet been determined. ESG funds will be used to provide emergency shelter and rapid re-housing services, and HOPWA will provide services to individuals with HIV/AIDS. Additionally, the City will seek other federal and state funding sources to better meet these underserved needs.

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

Providing decent and affordable housing is a high priority and goal of the City. In FY 2019-20, the City will implement programs that directly help increase the availability and accessibility of affordable housing units. Under the proposed Action Plan, the City of Bakersfield is proposing to allocate \$1,149,891 of its funding allocation to a future affordable housing project to be determined. An additional \$209,978 in HOME funds will be set aside for future affordable housing projects, by a certified Community Housing development Organization (CHDO). In addition, \$100,332 of ESG funds will be used to assist households who are recently homeless to re-establish permanent housing for the household, and HOPWA funds will be used to help foster and maintain affordable housing for persons with HIV/AIDS.

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

The ConPlan discussed the City's strategy for implementing lead-based paint mitigation in qualified residential units. Assessment of hazards can be better accomplished while housing is being inspected or evaluated. On a project-by-project basis, funds will be made available to test for and mitigate lead-based paint hazards occurring in housing units that receive HUD Program funds for rehabilitation.

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

To address the issue of poverty in FY 2019-20, the City plans to focus on efforts in the areas of affordable housing, job retention, supportive services, infrastructure, and economic development. Implementation of Section 3 will encourage contractors and material suppliers working on HUD funded projects to seek low income new hires to work on those projects. Additionally, staff will encourage economic development in our Economic Opportunity Zones, and seek developers to complete projects on City-owned property where a percentage of jobs produced will be earmarked for low income citizens.

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

The City of Bakersfield continues to assess institutional structure to effectively implement the City's entitlement programs and meet the goals of the Consolidated Plan. The City will continue to cross-train staff and take advantage of training and educational opportunities to improve capacity in administering HUD-funded programs. Additionally, the City will continue to explore opportunities to partner with other City departments and external organizations to fund vital community investments to improve the quality of life for our underserved residents.

City of Bakersfield staff will continue to pursue training opportunities and technical assistance where available. Where all staff cannot attend pertinent training opportunities, staff members who receive technical assistance will cross-train as appropriate. Staff members attended multiple HUD sponsored trainings in 2018, to improve their capacity and knowledge, while also taking advantage of current and past webinars to continue to improve their understanding of the CBDG, HOME, ESG, and HOPWA programs. Likewise, the City maintains a division "Desk Guide" which is updated regularly with departmental policies and procedures for HUD-funded programs. In addition to this Desk Guide, staff members are currently working on other internal materials to provide cross training and procedural protocols for co-workers for HOPWA, Home Access, and Davis-Bacon activities.

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

The City will continue to collaborate with public and private housing and social service agencies to meet the goals and objectives of the Consolidated Plan. Currently, the City is a participating member of the Kern County Homeless Collaborative, and the Affordable Housing Collaborative of Kern. Staff members are assigned to attend monthly board meetings to stay abreast of developing needs in the homeless and affordable housing communities and to be ready to render or ask for assistance when funding for special programs comes available. Additionally, when requested, staff will meet with social service agencies as well as public and private housing entities to discuss HUD program funding guidelines, available resources, and program opportunities to serve our underserved residents.

## Program Specific Requirements

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

#### Introduction

The following section provides detailed information on the City of Bakersfield's four Action Plan Grants: CDBG, HOME and ESG. This Action Plan covers the fiscal year 2019-20.

### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	8,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>8,000</b>

### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

## **HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(l)(2)**

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

HOME Investment Partnership Program (HOME) funds are not used by the City of Bakersfield beyond the forms of investment identified in Section 92.205.

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

In order to meet the affordability requirements of the HOME program, the City intends to use the recapture provision. For the City of Bakersfield's Down payment assistance program, the City will utilize HOME funds to be furnished to low-income persons as a deferred loan with 0% interest up to \$100,000 to assist with down payment and closing costs. Upon reaching the tenth year of the term, one-half of the assistance amount may be forgiven if owner maintains the home as his/her principal residence. The balance of the loan shall be due and payable in 5 to 30 years. In the event of sale or foreclosure, the recapture amount will be based on the net proceeds available from the sale or foreclosure rather than on the entire amount of the HOME investment. All down payment loans shall have an affordability covenant recorded on the property. These requirements will apply to loan programs where the City of Bakersfield is directly involved with the buyers and no sub-recipient, developer, or Community Housing Development Organization is managing a program or developing the units and utilizing those HOME funds to assist buyers (via a construction subsidy or direct financial assistance).

At this time, no homebuyer project is being proposed for the HOME funds contained within this Action Plan. However, in the event a homebuyer program is proposed to utilize funding covered within this Action Plan, project specific requirements will be amended in this section to cover their guidelines and a description delineating those requirements will be added

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

All HOME assisted activities are enforced by a deed of trust, note, agreement, and affordability covenant for the property. The period of affordability will be determined by the amount of HOME subsidy (and other potential funding sources) and shall be between 5 and 15 years. The City of Bakersfield permits the sale of HOME-assisted units to qualifying eligible households at the time of review and approval. In the event a HOME assisted unit is sold to a non-low income which is under the requirements of the recapture provision, those funds will be recaptured in accordance with 24 CFR 92.254(a)(5)(ii)(A)(1). If, at any point, a project is added to the Action Plan which intends to use the resale provision, All HOME-assisted units will be required to be sold to a qualified low-income household and be owner-occupied and affordable to a low-income family for the minimum affordability

period, as defined in 24 CFR 92.254(a)(4). These requirements will be enforced through a property covenant, which will be carried on the property through the period of affordability. The City of Bakersfield will also utilize a deed of trust, promissory note, and agreement to enforce these requirements. All HOME-assisted projects are monitored annually to determine compliance with affordability requirements.

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

The City does not anticipate using HOME funds to refinance existing debt secured by multifamily housing. The City monitors each HOME assisted project annually for compliance.

### **Emergency Solutions Grant (ESG) Reference 91.220(l)(4)**

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

Attachment, *Grantee Unique Appendices*, includes the Written Standards for Providing ESG Assistance.

In addition, selection of ESG recipients are outlined in the Funding Handbook and Notice of Funding Availability made available each October to potential applicants.

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

The Kern County Homeless Collaborative is made up of organizations that represent a broad scope of the homeless community including chronically homeless individuals and families, families with children, veterans, and unaccompanied youth. In serving the homeless population, the City supports the KCHC Coordinated Entry and Assessment approach when providing services. This approach is a standardized plan for the entire KCHC which incorporates tools, processes, policies and HUD CoC and ESG requirements to maximize efficient and ethical intervention, and service provider connectivity. Service providers share one point of entry for services, ensuring people who are homeless or who are at risk for homelessness are served and/or housed as quickly and efficiently as possible. Participants in the City's ESG grants participate in the KCHC and the Coordinated Entry and Assessment approach.

In addition, the KCHC utilizes the data collection system HMIS to collect, analyze and report on homeless programs and projects. In this shared system, homeless service providers collaborate to ensure the best approach to meeting client needs. KCHC's HMIS lead agency is the Kern County Mental Health Department who provides members of the collaborative with HMIS training and data analysis. All ESG grantees

are required to use the HMIS data collection system in coordination with the KCHC. ESG grantees extract ESG data from HMIS to use the City of Bakersfield's yearly CAPER.

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

The City of Bakersfield conducts an open Request for Proposal process. Eligibility requirements are described in the City of Bakersfield's Funding Handbook which can be found in the Grantee Unique Appendices. In order to best determine the allocation of ESG funding, the City of Bakersfield assessed both the community needs expressed by the CoC, the City's current ConPlan priorities, and the amount of ESG funding available to the City. As part of the development of the FY2019-20 Action Plan, surveys were distributed individually to the members of the CoC in the winter of 2017 to obtain input regarding the most effective use of ESG funds. More specifically, recipients were asked to rank listed ESG-eligible activities based on how each organization felt funding would most effectively be spent. Survey results indicated that responding CoC agencies felt Emergency Shelter, Homeless Prevention, and Rapid Re-Housing activities would be the most effective use of ESG funding.

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

To ensure proper representation in decision-making, the KCHC Governance Committee includes at least one representative from the Homeless or Formerly Homeless Population; one Veterans Affairs/Homeless Veterans Service Provider Representative; and one McKinney-Vento Liaison/Local Education Agency Representative/or Educational Services to Homeless Children & Youth Representative. The City will work with the KCHC/CoC and partnering homeless service providers to ensure that information on ESG activities is distributed to homeless and formerly homeless individuals in order to provide the opportunity for involvement in decision/policy making. More specifically, the City works with the collaborative to distribute Notice of Funding Availability of City HUD funds, Action Plan and CAPER notices, community input surveys, and public outreach flyers including postings at homeless shelters and public/private housing providers.

- 5. Describe performance standards for evaluating ESG.*

In determining programmatic performance indicators for ESG activities staff examined the recent performance of similar ESG-eligible activities. Specifically, staff examined the performance of previous years' Shelter activities and made a determination regarding the approximate number of individuals that could reasonably be served by the program. The approximate amount of people served through ESG Shelter programs is 800. Likewise, staff examined the Rapid Re-Housing and Outreach components of the ESG program, and projected that 20 households could be reasonably served through Rapid Rehousing, and 80 persons could be served through Outreach. Funds were then allocated accordingly. City staff works regularly with the CoC Planning and

Performance Committee to review outcomes and provide guidance and if needed refine performance standards. The City of Bakersfield is currently working with the committee to align performance measurements more closely with those of the CoC.

## **Housing Opportunities for People with HIV/AIDS (HOPWA)**

The HOPWA program provides critical emergency assistance to persons living with HIV/AIDS prevent loss of housing and becoming homeless while addressing social, economic, health and mental health challenges. The program assists eligible clients throughout Kern County with case management services, food, and transportation assistance with the goal of achieving housing stability and access to care.

Agencies and personnel delivering HOPWA services to the citizens of Bakersfield and Kern County are:

- City of Bakersfield Community Development Department – HOPWA Contact: Hayward Cox, Community Development Coordinator
- Sponsor Agency - Kern County Health Department - HOPWA Contact: Denise Smith, Director Disease Control
- Sub-recipient – Clinica Sierra Vista – HOPWA Contact: Juan Garcia, Program Director
- Housing Authority of the County of Kern – HOPWA Contact: Mardi Sharples, Housing Management Director

One-year goals for the number of households to be provided housing through the use of HOPWA activities are as follows:

- Short-Term Rent, Mortgage, and Utility assistance payments (STRMU) to prevent homelessness of the individual or family - provide housing for 20 clients
- Tenant-Based Rental Assistance (TBRA) - assist 26 households
- Supportive Services – provide supportive services for 115 clients
- Housing Information Services – provide housing information services for 161 individuals

In prior years, the City of Bakersfield transferred its HOPWA entitlement to the State of California, who In prior years, the City of Bakersfield transferred its HOPWA entitlement to the State of California, who served as Grantee for Kern County. Recently, the State of California declined to serve in that capacity, so it was necessary for the City to resume its Grantee duties for Fiscal Year 2016-17, and beyond. Kern County is the foremost provider of services to persons with HIV/AIDS in the Kern County area, partnering with various agencies and nonprofit/faith-based organizations. City of Bakersfield is considering a recent State of California request to resume administering the Bakersfield's HOPWA entitlement.

**Attachment A - Summary of Public Outreach**



**PUBLIC NOTICE FOR  
City of Bakersfield Draft Fiscal Year (FY) 2019-20 Draft Action Plan  
30 Day Public Review**

This notice is for residents of the City of Bakersfield to have the opportunity to comment on the Draft FY19/20 Action Plan.

The Draft Action Plan outlines the activities to be undertaken to address community development, economic development, housing, and homeless needs listed in the Consolidated Plan 2020 (ConPlan). This Action Plan is the fifth year of the ConPlan. It identifies an estimated total of \$6,030,653 in entitlement and program income and the projected use of funds for FY19/20. These funds are from the following federal programs: Community Development Block Grant (CDBG) - \$3,646,234 (includes program income of \$8,000), Home Investment Partnership Program (HOME) - \$1,594,389 (includes program income of \$100,000), Emergency Solutions Grant (ESG) - \$293,680 (contains no program income), and Housing Opportunities for Persons with AIDS/HIV (HOPWA) - \$496,350 (includes no program income). A description of the proposed activities to be undertaken next fiscal year by the City to meet ConPlan priorities are listed below:

<b>Project Title, Description &amp; HUD Citation</b>	<b>Funding Source, Amount, Priorities &amp; Target Date</b>
<b>Bakersfield Senior Center Public Services</b> Funds for public services for low-income seniors at 530 4 <sup>th</sup> Street. 05A Senior Services 570.201(e)	CDBG - \$90,000 Priority – Public Services Target Date – Summer 2020
<b>Bakersfield Police Department Officers</b> Salaries and benefits for an increase in officers to provide a higher level of public safety in the following low-income areas:  Area 1: Area generally bounded by Highway 99, Highway 58, Cottonwood Road, Martin Luther King Drive, Haley Street, Columbus Avenue, Manor Street, and the Kern River between Manor Street and Highway 99.  Area 2: Area generally bounded by Highway 99, South H Street, White Lane, and Ming Avenue. 05I Crime Awareness 570.201(e)	CDBG - \$322,785 Priority – Public Services Target Date – Summer 2020
<b>Fair Housing Program Services</b> Public services to affirmatively further fair housing choice, including education, intake, screening, counseling, testing and mediation. 05J - Fair Housing Activities 570.201(e)	CDBG - \$100,000 Priority – Public Services Target Date - Summer 2021
<b>Section 108 Loan Repayment for \$800,000 of Public Facilities</b> Principle and interest on \$800,000 loan for street improvements in Southeast Bakersfield. 19F – Repayment of Section 108 Loan 570.203(b)	CDBG \$55,922 Priority - Infrastructure Target Date - Summer 2020
<b>Section 108 Loan Repayment for \$4.1 million of Public Facilities</b> Principle and interest on \$4,100,000 loan to improve two swimming pools, construct a wet play area in the southeast and build a downtown swimming pool. 19F - Repayment of Section 108 Loan 570.203(b)	CDBG - \$301,383 Priority – Public Facilities Target Date - Summer 2020
<b>General Management Oversight and Coordination</b> Costs associated with overall program management, coordination, & monitoring of the CDBG program. 21A - General Program Administration 570.206	CDBG - \$729,047 Priority – N/A Target Date - N/A

Project Title, Description & HUD Citation	Funding Source, Amount, Priorities & Target Date
<b>Home Access Grant Program</b> Grant up to \$3,500 for handicapped accessibility in privately or publicly owned residential structures in neighborhoods. 14A Rehab: Single Unit/Multi-Unit 570.202	CDBG - \$40,000 Priority – Owner Occupied Housing Target Date – Summer 2020
<b>Union-Brundage Area Curb, Gutter, Sidewalk Reconstruction</b> Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation in the area generally bounded by Brundage Lane, Union Avenue, 4th Street, and the Kern Island Canal. 03K Street Improvements 570.201(c)	CDBG - \$300,000 Priority – Infrastructure Target Date – Summer 2020
<b>Mission at Kern (Operations at HEAP Funded Expansion)</b> Funds for homeless shelter operations and services. 03T – Operating Costs of Homeless/AIDS Patients Program 570.201(e)	CDBG - \$34,000 Priority – Public Services Target Date – Summer 2020
<b>Baker/Old Town Area Street Reconstruction</b> Street rehabilitation in the area generally bounded by Beale Ave., Flower St., Owens St., Pacific St., Haley St., Monterey St., Brown St., Niles St., Virginia St., and Kentucky St. 03K Street Improvements 570.201(c)	CDBG - \$150,000 Priority – Infrastructure Target Date – Summer 2020
<b>Castro Area Curb, Gutter, Sidewalk and Reconstruction</b> Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation in the area generally bounded by Hughes Lane, Wilson Rd., Ming Ave., and Benton St. 03K Street Improvements 570.201(c)	CDBG - \$200,000 Priority – Infrastructure Target Date – Summer 2020
<b>Oleander Area Curb, Gutter, Sidewalk and Reconstruction</b> Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation in the area generally bounded by California Avenue, Chester Avenue, Verde Street, and A Street. 03K Street Improvements 570.201(c)	CDBG - \$350,000 Priority – Infrastructure Target Date – Summer 2020
<b>La France Area Curb, Gutter, Sidewalk and Reconstruction</b> Install sidewalk, curb/gutter, handicap ramps, cross gutters to improve drainage and street rehabilitation in the area generally bounded by South H St., Ming Ave., El Toro Dr., and Highway 58. 03K Street Improvements 570.201(c)	CDBG - \$300,000 Priority – Infrastructure Target Date – Summer 2020
<b>Beale Park Lighting Upgrades</b> Replace outdated lighting system with upgraded system throughout Beale Park. 03Z Other Public Improvements Not Listed in 03A-03S 570.201(c)	CDBG - \$323,097 Priority – Public Facilities Target Date – Summer 2020
<b>Beale Park Restroom Reconstruction</b> Demolition and replacement of existing restroom facility at Beale Park. 03Z Other Public Improvements Not Listed in 03A-03S 570.201(c)	CDBG - \$350,000 Priority – Public Facilities Target Date – Summer 2020
<b>New Construction Assistance</b> Housing development costs associated with the acquisition and construction of affordable housing. HOME - Rental 92.205(a)	HOME - \$1,210,792 Priority – Rental Housing Target Date – Summer 2021
<b>CHDO Set Aside</b> Loans & grants to develop, acquire, rehabilitate, and/or construct affordable single or multi-family housing. To be implemented by a Community Housing Development Organization (CHDO). HOME - Rental 92.205(a)	HOME - \$224,158 Priority – Rental Housing Target Date – Summer 2021
<b>HOME Administration/Planning Costs</b> Costs related to overall management & coordination of the HOME program. HOME - Administration Cost – 92.207	HOME - \$159,439 Priority - N/A Target Date - N/A
<b>ESG19 Administration</b> Cost related to overall management & coordination of the ESG program. HESG - Administration/ESG Handbook - 7300.00 1-6A4b	ESG – \$22,026 Priority - N/A Target Date - N/A

<b>Project Title, Description &amp; HUD Citation</b>	<b>Funding Source, Amount, Priorities &amp; Target Date</b>
<b>ESG19 Street Outreach</b> Street Outreach program to be provided by Flood Bakersfield Ministries HESG - Street Outreach	ESG - \$22,500 Priority – Homeless/HIV/AIDS Target Date – Summer 2020
<b>ESG19 Shelter</b> Emergency Shelter Activities to be provided by the Bakersfield Homeless Center, Bakersfield Rescue Mission, and Alliance Against Family Violence and Sexual Assault. HESG - Shelter	ESG - \$153,700 Priority – Homeless/HIV/AIDS Target Date – Summer 2020
<b>ESG19 Rapid Re-Housing</b> Activities to assist households which are recently homeless to re-establish permanent housing for the households. HESG - Rapid Rehousing	ESG - \$95,454 Priority – Homeless/HIV/AIDS Target Date – Summer 2020
<b>2017-2020 City of Bakersfield CAH19F013 (BKF)**</b> HOPWA Public Services - Rental assistance, emergency assistance, housing counseling and related services to ensure safe and stable housing for persons living with HIV/AIDS.	HOPWA - \$481,459 Priority – Homeless/HIV/AIDS Target Date – Summer 2020
<b>2017-2020 City of Bakersfield CAH19F013 (BKF)**</b> Administrative costs related to oversight of HOPWA program activities.	HOPWA - \$14,891 Priority – N/A Target Date - N/A
<b>Total</b>	<b>\$6,030,653</b>

*\*All proposed activities' budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts as determined by U.S. Department of Housing and Urban Development (HUD).*

*\*\*Pending HUD approval, the HOPWA program may be transferred to the State of California.*

Draft Action Plan documents are available for review for a 34-day period from March 8 to April 10, 2019 at the following places: City Clerk's Office, 1600 Truxtun Ave; Beale Library, 701 Truxtun Ave; Holloway-Gonzales Library; 506 E. Brundage Ln; Baker Street Library, 1400 Baker St; Southwest Library, 8301 Ming Ave; Northeast Library, 2671 Oswell St; Wilson Library, 1901 Wilson Rd; Walter Stiern Library, California State University-Bakersfield; and at the City's web site: [www.bakersfieldcity.us](http://www.bakersfieldcity.us) > "Government" > "Departments" > "Community Development" > "Planning" > "Economic Development & Housing Services" > "Grants, Housing, and Public Improvements." Written comments can be delivered to the Community Development Department, 1715 Chester Ave., Bakersfield, California, 93301. Attention: Hayward Cox, Community Development Coordinator. The City Council will consider approval of the 2019-2020 Draft Action Plan at the April 10<sup>th</sup> City Council Meeting before submission to HUD before May 15, 2019.

The following meetings will be held to accept public comments on the 2019-20 Draft Action Plan:

**2019-2020 Draft Action Plan Community Meeting**

March 28, 2019, 5:30 PM

Baker Street Community Room, 1015 Baker Street, Bakersfield, CA 93305

The Bakersfield Senior Center is accessible to persons with disabilities.



**City Council Meeting: Public Hearing for the 2019-2020 Draft Action Plan**

April 10, 2019, 5:15 PM

City Council Chambers, City Hall South, 1501 Truxtun Avenue, Bakersfield, CA 93301

The City Council Chambers is accessible to persons with disabilities.

Individuals who need special assistance to attend and/or participate in meetings, or to provide comments to the draft Action Plan, may request assistance at the Community Development Building, 1715 Chester Ave., Bakersfield, California, 93301 or by calling (661) 326-3765 or via TDD: (800) 735-2929. Every effort will be made to reasonably accommodate individuals with disabilities or translation needs by making meeting material available in alternative formats, and providing translation when needed. Requests for such assistance should be made five (5) working days in advance of a meeting whenever possible.

PUBLISHED: MARCH 8, 2019 (El Popular Newspaper – Spanish), MARCH 9, 2019 (Bakersfield Californian)



**Proyecto de Plan de Acción para el Año Fiscal (AF) 2019-20 de la Ciudad de Bakersfield  
Revisión pública de 30 días**

Este aviso es para que los residentes de la Ciudad de Bakersfield tengan la oportunidad de comentar sobre el Plan de Acción Borrador FY19 / 20.

El borrador del plan de acción describe las actividades que se realizarán para abordar el desarrollo comunitario, el desarrollo económico, la vivienda y las necesidades de personas sin hogar que se detallan en el Plan Consolidado 2020 (ConPlan). Este Plan de Acción es el quinto año del Plan ConPlan. Identifica un total estimado de \$ 6,030,653 en beneficios de ingresos y programas y el uso proyectado de fondos para el año fiscal 19/20. Estos fondos provienen de los siguientes programas federales: Community Development Block Grant (CDBG) - \$3,646,234 (incluye ingresos del programa de \$8,000), Home Investment Partnership Program (HOME) - \$1,594,389 (incluye ingresos del programa de \$ 100,000), Emergency Solutions Grant (ESG) - \$293,680 (no contiene ingresos del programa), y Oportunidades de vivienda para personas con SIDA / VIH (HOPWA) - \$496,350 (no incluye los ingresos del programa). A continuación, se detalla una descripción de las actividades propuestas que la Ciudad realizará para el próximo año fiscal para cumplir con las prioridades de ConPlan:

<b>Título del proyecto, descripción y cita de HUD</b>	<b>Fuente de financiamiento, monto, prioridades y fecha objetivo</b>
<b>Servicios Públicos del Centro de Mayores Adultos de Bakersfield</b> Fondos para servicios públicos para personas mayores de bajos ingresos en 530 4th Street. 05A Servicios para personas mayores 570.201 (e)	CDBG - \$90,000 Prioridad – Servicios Públicos Fecha Limite – Verano 2020

<b>Título del proyecto, descripción y cita de HUD</b>	<b>Fuente de financiamiento, monto, prioridades y fecha objetivo</b>
<p><b>Oficiales del Departamento de Policía de Bakersfield</b> Salarios y beneficios por un aumento en los oficiales para proporcionar un mayor nivel de seguridad pública en las siguientes áreas de bajos ingresos:</p> <p>Área 1: Área generalmente limitada por la Autopista 99, Autopista 58, Cottonwood Road, Martin Luther King Drive, Haley Street, Columbus Avenue, Manor Street y el río Kern entre Manor Street y Highway 99.</p> <p>Área 2: Área generalmente delimitada por la autopista 99, South H Street, White Lane y Ming Avenue. 05I Concientización sobre el crimen 570.201 (e)</p>	<p>CDBG - \$322,785 Prioridad – Servicios Públicos Fecha Limite – Verano 2020</p>
<p><b>Servicios del Programa de Vivienda Justa</b> Servicios públicos para promover de manera afirmativa la elección de vivienda justa, incluida la educación, admisión, detección, asesoramiento, pruebas y mediación. 05J - Actividades de vivienda justa 570.201 (e)</p>	<p>CDBG - \$100,000 Prioridad – Servicios Públicos Fecha Limite – Verano 2021</p>
<p><b>Reembolso de préstamos de la Sección 108 por \$ 800,000 de instalaciones públicas</b> Principio e interés en un préstamo de \$ 800,000 para mejoras en las calles en el sureste de Bakersfield. 19F - Reembolso de la Sección 108 Préstamo 570.203 (b)</p>	<p>CDBG \$55,922 Prioridad - Infraestructura Fecha Limite – Verano 2020</p>
<p><b>Reembolso de préstamos de la Sección 108 por \$4.1 millones de instalaciones públicas</b> Cantidad principal e interés en un préstamo de \$4,100,000 para mejorar dos piscinas, construir un área de juegos húmedos en el sureste y construir una piscina en el centro. 19F - Reembolso de la Sección 108 Préstamo 570.203 (b)</p>	<p>CDBG - \$301,383 Prioridad -Facilidades Públicas Fecha Limite – Verano 2020</p>
<p><b>Supervisión y coordinación de la dirección general</b> Costos asociados con la administración, coordinación y monitoreo general del programa CDBG. 21A - Administración del Programa General 570.206</p>	<p>CDBG - \$729,047 Prioridad – N/A Fecha Límite - N/A</p>
<p><b>Programa de becas de acceso al hogar</b> Otorgue hasta \$ 3,500 para accesibilidad para discapacitados en estructuras residenciales de propiedad privada o pública en vecindarios. 14A Rehab: Unidad Singlular / Multiunidad 570.20</p>	<p>CDBG - \$40,000 Prioridad – Vivienda ocupada por dueño Fecha Limite – Verano 2020</p>

<b>Título del proyecto, descripción y cita de HUD</b>	<b>Fuente de financiamiento, monto, prioridades y fecha objetivo</b>
<p><b>Union-Brundage Area Curb, Gutter, Reconstrucción de acera</b>  Instale aceras, bordillos / cunetas, rampas para discapacitados, canales transversales para mejorar el drenaje y la rehabilitación de calles en el área generalmente delimitada por Brundage Lane, Union Avenue, 4th Street y el Canal de Kern Island.  Mejoras en la calle 03K 570.201 (c)</p>	<p>CDBG - \$300,000  Prioridad – Infraestructura  Fecha Limite – Verano 2020</p>
<p><b>Misión en Kern (Operaciones en Expansión Financiada HEAP)</b>  Fondos para operaciones y servicios de refugio para personas sin hogar.  03T - Programa de Costos Operativos de Pacientes sin Hogar / SIDA 570.201(e)</p>	<p>CDBG - \$34,000  Prioridad – Servicios Públicos  Fecha Limite – Verano 2020</p>
<p><b>Reconstrucción de Baker / Old Town Area Street</b>  Rehabilitación de calles en el área generalmente delimitada por Beale Ave., Flower St., Owens St., Pacific St., Haley St., Monterey St., Brown St., Niles St., Virginia St. y Kentucky St.  Mejoras en la calle 03K 570.201 (c)</p>	<p>CDBG - \$150,000  Prioridad – Infraestructura  Fecha Limite – Verano 2020</p>
<p><b>Área de Castro Acera, Canaleta, Acera y Reconstrucción</b>  Instalación de aceras, bordillos / cunetas, rampas para discapacitados, canales transversales para mejorar el drenaje y la rehabilitación de calles en el área generalmente delimitada por Hughes Lane, Wilson Rd., Ming Ave. y Benton St.  Mejoras en la calle 03K 570.201 (c)</p>	<p>CDBG - \$200,000  Prioridad – Infraestructura  Fecha Limite – Verano 2020</p>
<p><b>Área de Oleander, bordillo, canal, acera y reconstrucción</b>  Instalación de aceras, bordillo / canaleta, rampas para discapacitados, canales transversales para mejorar el drenaje y la rehabilitación de la calle en el área generalmente delimitada por California Avenue, Chester Avenue, Verde Street y A Street.  Mejoras en la calle 03K 570.201 (c)</p>	<p>CDBG - \$350,000  Prioridad – Infraestructura  Fecha Limite – Verano 2020</p>
<p><b>Área de La France, bordillo, canal, acera y reconstrucción</b>  Instalación de aceras, bordillo / canaleta, rampas para discapacitados, canales transversales para mejorar el drenaje y la rehabilitación de la calle en el área generalmente delimitada por South H St., Ming Ave., El Toro Dr. y Highway 58.  Mejoras en la calle 03K 570.201 (c)</p>	<p>CDBG - \$300,000  Prioridad – Infraestructura  Fecha Limite – Verano 2020</p>
<p><b>Mejoras de iluminación del parque Beale</b>  Reemplace el sistema de iluminación obsoleto con un sistema actualizado en todo Beale Park.  03Z Otras mejoras públicas que no figuran en 03A-03S 570.201 (c)</p>	<p>CDBG - \$323,097  Prioridad – Servicios Públicos  Fecha Limite – Verano 2020</p>

<b>Título del proyecto, descripción y cita de HUD</b>	<b>Fuente de financiamiento, monto, prioridades y fecha objetivo</b>
<b>Reconstrucción de baños del parque Beale</b> Demolición y reemplazo de las instalaciones de baños existentes en Beale Park. 03Z Otras mejoras públicas que no figuran en 03A-03S 570.201 (c)	CDBG - \$350,000 Prioridad – Servicios Públicos Fecha Limite – Verano 2020
<b>Asistencia para construcciones nuevas</b> Costos de desarrollo de viviendas asociados con la adquisición y construcción de viviendas asequibles. CASA - Alquiler 92.205 (a)	HOME - \$1,210,792 Prioridad – Vivienda de Alquiler Fecha Limite – Verano 2021
<b>CHDO Apartar</b> Préstamos y subvenciones para desarrollar, adquirir, rehabilitar y / o construir viviendas asequibles para una o varias familias. Para ser implementado por una Organización de Desarrollo de Vivienda Comunitaria (CHDO). CASA - Alquiler 92.205 (a)	HOME - \$224,158 Prioridad – Vivienda de Alquiler Fecha Limite – Verano 2021
<b>Administración de HOME / costos de planificación</b> Costos relacionados con la gestión y coordinación general del programa HOME. INICIO - Costo de administración - 92.207	HOME - \$159,439 Prioridad - N/A Fecha Límite - N/A
<b>Administración ESG19</b> Costo relacionado con la gestión y coordinación general del programa ESG. HESG - Manual de administración / ESG - 7300.00 1-6A4b	ESG – \$22,026 Prioridad - N/A Fecha Límite - N/A
<b>Alcance de la calle ESG16</b> El programa de divulgación en la calle será proporcionado por los ministerios de Flood Bakersfield HESG - Alcance de la calle	ESG - \$22,500 Prioridad – Estado de Calle / HIV/ SIDA Fecha Limite – Verano 2020
<b>Alberge ESG16</b> Las actividades de refugio de emergencia serán proporcionadas por el Centro para personas sin hogar de Bakersfield, la Misión de rescate de Bakersfield y la Alianza contra la violencia familiar y la agresión sexual. HESG - Refugio	ESG - \$153,700 Prioridad – Estado de Calle / HIV/ SIDA Fecha Limite – Verano 2020
<b>ESG16 Reubicación Rápida</b> Actividades para ayudar a los hogares recientemente sin hogar a restablecer la vivienda permanente para los hogares. HESG - Reubicación rápida	ESG - \$95,454 Prioridad – Estado de Calle / HIV/ SIDA Fecha Limite – Verano 2020

<b>Título del proyecto, descripción y cita de HUD</b>	<b>Fuente de financiamiento, monto, prioridades y fecha objetivo</b>
<b>2017-2020 Ciudad de Bakersfield CAH19F013 (BKF) **</b> Servicios públicos de HOPWA: asistencia de alquiler, asistencia de emergencia, asesoría de vivienda y servicios relacionados para garantizar una vivienda segura y estable para las personas que viven con VIH / SIDA	HOPWA - \$481,459 Prioridad – Estado de Calle / HIV/ SIDA Fecha Limite – Verano 2020
<b>2017-2020 Ciudad de Bakersfield CAH19F013 (BKF) **</b> Costos administrativos relacionados con la supervisión de las actividades del programa HOPWA	HOPWA - \$14,891 Prioridad – N/A Fecha Límite - N/A
<b>Total</b>	<b>\$6,030,653</b>

*\* Los presupuestos de todas las actividades propuestas se incrementarán o disminuirán proporcionalmente de los niveles de financiamiento estimados para igualar los montos de asignación reales según lo determinado por el Departamento de Vivienda y Desarrollo Urbano (HUD) de los Estados Unidos.*

*\*\* En espera de la aprobación de HUD, el programa HOPWA puede ser transferido al Estado de California*

Los documentos preliminares del Plan de Acción están disponibles para su revisión por un período de 34 días, desde el 8 de marzo hasta el 10 de abril de 2019, en los siguientes lugares: Oficina del Secretario de la Ciudad, 1600 Truxtun Ave; Biblioteca Beale, 701 Truxtun Ave; Biblioteca Holloway-Gonzales; 506 E. Brundage Ln; Baker Street Library, 1400 Baker St; Southwest Library, 8301 Ming Ave; Biblioteca Noreste, 2671 Oswell St; Biblioteca Wilson, 1901 Wilson Rd; Biblioteca Walter Stiern, Universidad Estatal de California-Bakersfield; y en el sitio web de la ciudad: [www.bakersfieldcity.us](http://www.bakersfieldcity.us)> "Gobierno"> "Departamentos"> "Desarrollo comunitario"> "Planificación"> "Desarrollo económico y servicios de vivienda"> "Subvenciones, vivienda y mejoras públicas". Los comentarios por escrito se pueden enviar al Departamento de Desarrollo Comunitario, 1715 Chester Ave., Bakersfield, California, 93301. Atención: Hayward Cox, Coordinador de Desarrollo Comunitario. El Concejo Municipal considerará la aprobación del Proyecto de Plan de Acción 2019-2020 en la reunión del Concejo Municipal del 10 de abril antes de la presentación a HUD antes del 15 de mayo de 2019.

Se llevarán a cabo las siguientes reuniones para aceptar los comentarios del público sobre el Proyecto de Plan de Acción 2019-20:



**Proyecto de Plan de Acción 2019-2020 Reunión Comunitaria**  
28 de marzo de 2019 a las 5:30 p.m.  
Sala comunitaria de Baker Street, 1015 Baker Street, Bakersfield, CA 93305  
El Centro de personas mayores de Bakersfield es accesible para personas con discapacidades.

**Reunión del Ayuntamiento: Audiencia pública para el borrador del plan de acción 2019-2020**

10 de abril de 2019, 5:15 PM

Cámaras del ayuntamiento, ayuntamiento al sur, 1501 Truxtun Avenue, Bakersfield, CA 93301

Las cámaras del Ayuntamiento son accesibles para personas con discapacidad.

Las personas que necesitan asistencia especial para asistir y / o participar en reuniones, o para proporcionar comentarios al borrador del Plan de Acción, pueden solicitar asistencia en el Edificio de Desarrollo Comunitario, 1715 Chester Ave., Bakersfield, California, 93301 o llamando al (661) 326 -3765 o vía TDD: (800) 735-2929. Se hará todo lo posible para acomodar razonablemente a las personas con discapacidades o necesidades de traducción al hacer que el material de la reunión esté disponible en formatos alternativos y proporcionar la traducción cuando sea necesario. Las solicitudes de dicha asistencia deben realizarse cinco (5) días hábiles antes de una reunión siempre que sea posible.

PUBLICADO: 8 DE MARZO DE 2019.

## CITY OF BAKERSFIELD – 2019 Action Plan

**We are seeking your feedback.** The City of Bakersfield receives federal funds to invest in improving our community. These funds are used to support housing-related projects, to improve the community's infrastructure, and to promote economic development for people in your community.

Some of the past projects include:

- Assistance to community centers and parks;
- Small business startup classes to promote job creation;
- Homeless shelter programs and homeless outreach;
- Fair housing services to address discrimination
- Grants for home accessibility improvements;
- Curb, gutter, sidewalk and drainage improvements;
- Actions to support an increase in affordable housing; and
- Programs and services to ensure safe and stable housing for persons living with HIV/AIDS.

The full plan can be found at the Community Development Department, the City Clerk's Office, the City website, and public libraries located within the City. The Action Plan will be considered for approval at the April 10<sup>th</sup> City Council Meeting.

A community meeting to collect comments on the plan will be held on **Thursday, March 28<sup>th</sup> at 5:30 PM** at the Baker Street Village Community Room. City staff will be present to answer questions about funded projects, and how to qualify and apply for future funding. For special arrangements or translation services, please phone 5 days prior to the meeting at (661) 326-3765, TDD: (800) 735-2929. The facility is accessible to the disabled.

## Opportunities to get involved:

**Comments can be faxed,  
emailed, mailed, or  
dropped off at:**

City of Bakersfield  
Community Development  
Attn: Hayward Cox  
1715 Chester Avenue  
Bakersfield, CA 93301  
Phone: (661) 326-3765  
Fax: (661) 852-2138  
TDD: (800) 735-2929  
hcox@bakersfieldcity.us

**Or join us in person to  
discuss current and  
future projects on:**

**Thursday, March 28<sup>th</sup>  
5:30 PM**

**at:**

**Baker Street  
Community Room  
1015 Baker Street  
Bakersfield, CA 93305**



# PLAN DE ACCION DEL AÑO 2019 DE LA CIUDAD DE BAKERSFIELD

**Estamos buscando sus comentarios.** La ciudad de Bakersfield recibe fondos federales para el mejoramiento de la comunidad. Estos fondos se utilizan para apoyar proyectos relacionados con viviendas, el mejoramiento de la infraestructura de la comunidad, y para promover el desarrollo económico.

Algunos de los proyectos de años anteriores incluyen:

- asistencia a los centros comunitarios y a los parques;
- clases de inicio de negocios para promover la creación de empleo;
- programas para personas sin hogar;
- servicios de vivienda justa;
- programas para la accesibilidad en casa;
- instalación de bordillos, cuentas y banquetas;
- creación y preservación de viviendas decentes y accesibles; y
- programas y servicios para garantizar una vivienda segura y estable para las personas que viven con el VIH / SIDA.

El plan completo se puede encontrar en el Departamento de Desarrollo de la Comunidad, la Oficina del Secretario de la Ciudad, el sitio web de la ciudad, y todas las bibliotecas de Bakersfield. El plan se finalizará el 10 de abril en la reunión del Consejo Municipal.

Una reunión para obtener comentarios sobre el plan se llevará a cabo el **jueves 28 de marzo a las 5:30 de la tarde** en el salón comunitario de Baker Street Village. Personal de la Ciudad estará disponible para responder a preguntas acerca de los proyectos financiados. Si necesita asistencia especial para participar en esta reunión, o si necesitas servicios de traducción, por favor llame 5 días antes de la reunión al (661) 326-3765, TDD: (800) 735-2929. El lugar es accesible a personas discapacitados.

## Oportunidades de participar:

Los comentarios pueden ser enviados por fax, por correo electrónico, enviados por correo o entregados en persona a la:

Ciudad de Bakersfield  
Departamento de  
Desarrollo de la Comunidad  
Atención a: Hayward Cox  
1715 Avenida Chester  
Bakersfield, CA 93301  
Teléfono: (661) 326-3765  
Fax: (661) 852-2138  
TDD: (800) 735-2929  
hcox@bakersfieldcity.us

**Reunión pública para  
aceptar comentarios:**

**Jueves, 28 de marzo a las  
5:30 de la tarde**

**A:**

**Salón: Baker Street Village  
1015 Baker Street  
Bakersfield, CA 93305**



## 2019-2020 Draft Action Plan Comments

Name	Date	Form	Comment	City of Bakersfield Staff Response
Teofilo Pilar	3/28/19	Verbal Comment at Action Plan Community Meeting	Mr. Pilar was concerned with continued trespassing over his property. He told city staff that he would like to put up a fence, but the City would only allow a 2.5' fence and he would like to install a 4'-4.5' fence.	Staff talked to Mr. Pilar during the meeting and gave him the appropriate contacts of staff in the current planning division to assist him.
Ali Morris	3/28/19	Verbal Comment at Action Plan Community Meeting	Ms. Morris had two questions. The first was whether funds identified in the presentation were already designated to projects or programs, or if any funds were available to be applied for. The second was regarding what Rapid Rehousing was and what were the qualifications/criteria required for the Re-Housing Program?	Staff informed Ms. Morris that while the presentation was still a draft, it would be sent to council as recommendations from staff. She was encouraged to apply for funding in the next coming action plan year. Staff explained to her the purpose of the Rapid Rehousing program and what target goals were set by the Action Plan for the upcoming year.
Norma Dunn	3/28/19	Verbal Comment at Action Plan Community Meeting	Ms. Dunn asked if the city allowed subcontracting for CIP projects identified in the presentation and if so what are the opportunities for DBE, SBE, WBE, and MBE companies/contractors? How could one get information regarding upcoming bids for projects that encourage the use of DBE, SBE, WBE, and MBE companies?	Staff informed Ms. Dunn regarding the MBE/WBE outreach requirements the city enforces for awarding contracts but that there were no opportunities that were solely restricted for MBE/WBE enterprises. She was directed to the planet bids website for more information.
Andrew Brager	4/04/18	Email comment	Mr. Brager suggested that the city unaward project funds and instead explore the possibility of investing all the funds. Project expenditures would be drawn from returns on the investment. He continues to argue that taxes should be repealed for this approach.	Staff replied to Mr. Brager citing program regulations that bar the use of CDBG and HOME funds from being used for tasks he describes.

## **2019-2020 Action Plan Community Meeting Notes –3/28/19–Baker St. Village Community Center**

The 2019-2020 Action Plan community meeting was held on March 28<sup>th</sup> 2019 (5:30 pm) at the Bakersfield Street Village Community Center located at 1015 Baker Street. Eleven members were in attendance, including 4 staff members. The meeting began at 5:40PM with introductions followed by a presentation given by Hayward Cox covering HUD programs and dedicated annual funds.

The following is an overview of the recorded community comments and results of a community needs survey given. The main topics were Funding Availability, Rapid Re-Housing program, Subcontracting Opportunities for CIP projects, and Trespass Issues.

### **Funding Availability**

- Ali Morris: Are the funds identified in the presentation already designated to projects or programs, or are these funds available to be applied for?

### **Rapid Re-Housing Program**

- Ali Morris: What is Rapid Re-Housing?
- Ali Morris: What are the qualifications required and criteria for the Re-Housing Program?

### **Subcontracting Opportunities for CIP Projects**

- Norma Dunn (Mission Community Services Corporation): Do you allow subcontracting for CIP projects identified in the presentation and if so what are the opportunities for DBE, SBE, WBE, and MBE companies/contractors?
- How does one get information regarding upcoming bids for projects that encourage the use of DBE, SBE, WBE, and MBE companies?

### **Trespass Issues**

- Teofilo Pilar: I would like to build a fence that is either 4' or 4.5' tall to discourage trespass across my property.

### **Community Needs Survey Exercise**

Those in attendance were asked to vote on the top needs using our standard needs survey. The following is a list of the top ten needs identified at the meeting: 1) Affordable Housing; 2) Homeless Facilities/Services; 3) Job Training; 4) Substance Abuse Services; 5) Senior Centers; 6) Job Creation; 7) Youth Centers; 8) Crime Prevention Programs; 9) Street Improvements; 10) Senior Services.

### **Submitted Written Comments**

Andrew Brager: Dear Mr. Cox, I have just had the opportunity to review the "CITY OF BAKERSFIELD – 2019 Action Plan" and would like to ask the following question. Has any thought been given to taking the funds and investing them, using the proceeds of the investment to fund the needed projects? By investing the principal and using just a portion of the return on funds, the principal can be grown over time while the income earned can be used to fund projects. Also, the initial investment amount may be able to be leveraged into something much larger to enhance the return. I don't know what your level of knowledge with this is so I'll assume

an explanation is warranted, I apologize if this is obvious to you. As an example to demonstrate the concept of leverage, if one were to invest \$1 for a 10% annual return, at the end of the year one would have the original dollar, plus 10 cents for a total of \$1.10 (10% of \$1=10 cents). If however one were to borrow \$9 (and utilizing the original \$1 investment for a total of \$10) with the same 10% annual return, at the end of the year one would pocket the original dollar, plus \$1 earned for a 100% return on the investment (10% of \$10=\$1 and 100% of \$1 = \$1). That's leverage. Of course you have to subtract out the cost of funds for the \$9 loan, but after all is said and done, it's a higher return than not leveraging. Securities brokerage firms call this "buying on margin" and it's common practice. By taking maybe 50 cents of that dollar earned and putting it back into the "investment fund", the principal grows such that the next years earnings are that much more. Over a long period of time, the fund will grow so large that you may have trouble finding worthy projects to spend the money on; though obviously that's not an issue today. May I suggest thought be given to the idea of buying liquid assets at a discount and selling them for an immediate profit. As I don't know the details regarding restrictions on Federal funds including CDBG and others, these ideas may be better suited for the new sales tax monies to be collected; the idea works better with bigger numbers – such as the anticipated \$50 Million. In fact, the new tax would be able to be repealed at some point, as it wouldn't be needed with this new source of income. Of course, you'd want to use a non-public entity somewhat similar to the public benefit corporation former mayor Harvey Hall put together, but structured for this purpose. Forming – or buying - an International Business Corporation should be considered. With such an entity the world market becomes easier to access allowing creative new ideas to be considered. One can buy a seasoned IBC that can sometimes be quite handy. I should point out that I'm not licensed to provide any financial or other services needing a license, including advice. I am only providing educational information and creative ideas as to do otherwise would be illegal and I don't want this information misconstrued as financial advice or some kind of offering – it is not. To provide dependable financial advice of this nature I would need not only a license, but actual knowledge of the international banking market and ideally some experience with it. For example, if I were licensed but lacked the needed experience I would of course say no to all of this as my first duty would be to protect my license. Saying "no" is the safest thing to do for a licensed individual when giving advice on things that person knows nothing about without admitting they don't know anything about it. Naysayers should be carefully questioned - "do you have any knowledge and/or experience with this? Tell me about your experience." If the answer is no or "some", then why is that person providing advice and better yet – why are you listening to that person? Finally, I would like you to be aware that I was in the International Investment Banking business since about 1998, as a private business and banking consultant and professional intermediary for large project funding including equity investments and loans, as well as international commodities trading – oil, gold, financial instruments, etc. I made a few interesting contacts over the years and learned a few things that are done differently overseas, specifically project funding. We should talk on the phone so I can share additional information with you.



# BAKERSFIELD CITY COUNCIL AGENDA MEETING OF APRIL 10, 2019

Council Chambers, City Hall, 1501 Truxtun Avenue  
Regular Meeting 5:15 PM

## REGULAR MEETING - 5:15 PM

### 1. ROLL CALL

### 2. INVOCATION

### 3. PLEDGE OF ALLEGIANCE

### 4. PRESENTATIONS

- a. Proclamation to Jelani Polk, Ambassador for the OneLegacy Foundation, declaring DMV/Donate Life California Month during April 2019.
- b. Recognition of Anthony Gonzales, Human Resources Supervisor honoring 31 years of service to the City of Bakersfield.

### 5. PUBLIC STATEMENTS

- a. Written material submitted during the public statements portion of the meeting.

### 6. WORKSHOPS

### 7. APPOINTMENTS

### 8. CONSENT CALENDAR

*Staff recommends adoption of Consent Calendar items.*

#### **Minutes:**

- a. Approval of minutes of the March 20, 2019, Regular City Council Meetings.

#### **Payments:**

- b. Receive and file department payments from March 8, 2019 to March 28, 2019 in the amount of \$21,991,005.40, Self Insurance payments from March 8, 2019 to March 28, 2019, in the amount of \$551,580.54, totaling \$22,542,585.94.

#### **Ordinances:**

## Resolutions:

- c. Resolution confirming approval by the City Manager designee of the Chief Code Enforcement Officer's report regarding assessments of certain properties in the City for which structures have been secured against entry or for the abatement of certain weeds, debris and waste matter and the demolition of dangerous buildings and authorizing collection of the assessments by the Kern County Tax Collector.
- d. Resolution approving the Fiscal Year 2019-20 Capital Project List to be funded by Senate Bill 1, the Road Repair and Accountability Act of 2017.
- Ward 3 e. Resolution conditionally committing up to \$1.2 Million in Home Investment Partnerships (HOME) Funds to the DANCO Group of Companies to acquire and develop 58 affordable housing units located at (APN 132-010-31) in Northeast Bakersfield.
- f. Resolution supporting the continued funding of the Community Development Block Grant and Home Investment Partnerships Grant Programs.
- g. Resolution affirming the Kern Council of Governments board policy to finish the fourth and final 5.3 mile segment of the 33-mile safety widening project with pedestrian improvements on State Route 46 through the disadvantaged community of Lost Hills, connecting I-5 to the existing 4 lane segment.
- Ward 2 h. Repair the Stage Lift for the Orchestra Pit at the Bakersfield Convention Center:
  - 1. Resolution to dispense with normal bidding procedures to repair the stage lift for the orchestra pit at the Bakersfield Convention Center (not to exceed \$52,000) due to safety concerns.
  - 2. Accept and approve agreement with Thyssenkrupp Elevator Corporation (\$52,000) for said project.
- i. Amendment No. 24 to Resolution No. 44-93 to increase the salary of the Hearing Officer - Temporary from \$18.18 per hour to \$23 per hour.
- Ward 2 j. Resolution of Intention No. 1998 to order the vacation of 811 square feet of road right-of-way on the east side of D Street, adjacent to 2031 19th Street.

## Agreements:

- k. Agreement with California Water Services Company (not to exceed \$150,000) for wellhead and TCP equipment startup services associated with the Emergency TCP

Mitigation Project.

- Ward 6            I.        Final Map and Improvement Agreement with Panama & Ashe, LLC (Developer) for Parcel Map 12173, Phase 6 located on the northeast corner of Panama Lane and Ashe Road.
- Ward 4            m.        Improvement Agreement with Bolthouse Land Company, LLC, (Developer) for Parcel Map 12062 Phase 2 located on Stockdale Highway, Heath Road, and Stockdale Ranch Drive.
- Ward(s) 1, 6     n.        Agreement with Wastewater Solids Management, Inc. (not to exceed \$150,000 for a one year term) for digester cleaning services for the Wastewater Division.
- Ward(s) 1, 6     o.        Amendment No. 2 to Agreement No. PW 17-069 with Carollo Engineers, Inc.(\$37,200; revised not to exceed \$74,400 and extend term one year), for annual land management reporting services for the Wastewater Division.
- Ward 6            p.        Amendment No. 1 to Agreement No. PW 18-122 with AECOM Technical Services, Inc. (\$16,000; revised to exceed \$55,900), to provide design and engineering services for Wastewater Treatment Plant No. 3 Polymer Feed Pumps Replacement project.
- q.        Amendment 1 to Agreement No.18-207 with the Bakersfield Homeless Center to allow the use of up to two additional Freeway Beautification Crews, with no other change in terms.
- Ward 1            r.        Amendment No. 5 to Agreement No. 15-130 with A-C Electric Company (\$337,000; revised not to exceed \$1,315,176 to renew for one additional year) for electrical services for the compost screening system project at the Mount Vernon Green Waste Recycling Facility.
- s.        Bakersfield Habitat Conservation Plan:
1. Approval of Amendment No. 2 to California Department of Fish and Wildlife Grant Agreement Number P16400011.
2. Approval of Amendment No. 5 to Consultant Agreement No. 12-022 with ICF Jones & Stokes, Inc., for the continued preparation of the new Bakersfield Habitat Conservation Plan.
- Ward 6            t.        Contract Change Order No. 2 to Agreement No. 18-143 with GSE Construction (\$33,491; revised not to exceed \$1,135,638) for the Wastewater Treatment Plant No. 3 Primary Clarifiers 6 & 8 Rehabilitation project.
- Ward 2            u.        Contract change order Nos. 8, 10, 11, 13, 15, and 33 to Agreement No. 18-135 with Granite Construction (\$2,056,720.07; revised not to exceed \$34,314,517.52) for the Belle Terrace Operational Improvements Project.

- Ward(s) 1, 2, 6, 7      v.      Contract Change Order Nos. 122, 154, 165, 168, and 169 to Agreement No. 14-241 with Security Paving Company (\$137,600.14; revised not to exceed \$88,253,800.57) for the Beltway Operational Improvements Project.
- Ward(s) 2, 3      w.      Contract Change Order Nos. 23 and 32 to Agreement No. 17-044 with Security Paving Company (\$193,930.70 revised not to exceed \$41,842,999.95) for the Kern River Bridge Improvement Project.
- Ward 7      x.      Contract Change Order No. 1 to Agreement 18-142 with SW Construction (\$65,888.98; revised not to exceed \$411,862.48) for the Sewer Lift Station Rehabilitation - Hoskings Avenue at Akers Road.

**Bids:**

- y.      Accept bid and approve contract to Schindler Elevator Corporation (\$40,356) for the annual contract for elevator maintenance.
- z.      Accept bids from Ferguson Enterprises (\$92,259.31) and Alhambra Foundry Co., Ltd. (\$25,438.75) for manhole frames, lids and rings for the Streets Division.
- aa.      Accept bid from Dell Marketing, L.P. (\$87,846.82) for Dell Latitude Laptop computers for the Technology Services Division.
- Ward 3      ab.      Accept bid and approve contract with GSE Construction Company, Inc. (\$1,117,900), for the Bailey Sewer Lift Station Replacement at 32nd Street and H. Street.
- Ward 6      ac.      Traffic Signal and Lighting System Installation at Panama Lane and Mountain Ridge Drive:
1. Accept bid and approve contract with Loop Electric Inc. (\$226,950.00) for said project.
  2. Appropriate \$33,000 Transportation Development Fund Balance to the Public Works Department's Capital Improvement Budget within the Transportation Development Fund for said project.

**Miscellaneous:**

- ad.      Appropriate \$120,000 from the Refuse Enterprise Fund Balance to the Public Works Operating Budget for the purchase of replacement carts for the greenwaste recycling program.
- ae.      Revised Job Specification: Firefighter Trainee (32260)
- af.      Acceptance of FY 2017-18 Transportation Development Act Funds Audit Reports:

1. Independent Auditor's Report, Fund Financial Statements, and Supplementary Information
2. Agreed Upon Conditions for the Fiscal Year Ended June 30, 2018.

- ag. Appropriate \$75,000 State Grant Funds to the Development Services Department, Planning Division operating budget within the General Fund for Census related work.

**Successor Agency Business:**

- ah. Receive and file Successor Agency payments from March 8, 2019, to March 28, 2019, in the amount of \$3,047,085.00.

**Public Safety/Vital Services Measure:**

- ai. Resolution determining that a dump truck cannot be reasonably obtained through the usual bidding procedures and authorizing the Finance Director to dispense with bidding thereof, not to exceed \$121,000.
- aj. Resolution determining that a Caterpillar 914M Wheel Loader cannot be reasonably obtained through the usual bidding procedures and authorizing the Finance Director to dispense with bidding thereof, not to exceed \$152,000.
- ak. Resolution determining that Bobcat track loaders cannot be reasonably obtained through the usual bidding procedures and authorizing the Finance Director to dispense with bidding thereof, not to exceed \$107,000.
- al. Resolution determining that four wheel drive cab and chassis cannot be reasonably obtained through the usual bidding procedures and authorizing the Finance Director to dispense with bidding thereof, not to exceed \$114,000.
- am. Resolution determining that three quarter ton extended cab utility bed pickups cannot be reasonably obtained through the usual bidding procedures and authorizing the Finance Director to dispense with bidding thereof, not to exceed \$83,000.
- an. Extend bid from Jim Burke Ford, Bakersfield, (\$174,728.67) for two animal control pickups for the Police Department.

**9. CONSENT CALENDAR PUBLIC HEARINGS**

*Staff recommends conducting Consent Calendar Public Hearing and approval of items.*

- Ward 2 a. Public hearing to consider first reading of the ordinance amending section 10.72.030 of the Bakersfield Municipal Code related to designated boundaries of parking malls.
- Ward 5 b. Public Hearing to consider General Plan Amendment No. 18-

0452. McIntosh and Associates representing Castle & Cooke, Inc., is proposing a Specific Plan Amendment located south of Ming Avenue, between Highgate Park Boulevard and the future West Beltway Alignment. The amendment will reconfigure the shape of the public park in Village 'A' of the West Ming Specific Plan from a compact rectangular shape to linear shape along Ming Avenue, the future West Beltway, Kern River Canal, and Highgate Park Boulevard. Previously certified EIR on file.

1. Adoption of a Resolution approving the West Ming Specific Plan Amendment to reconfigure the shape of the public park in Village 'A' of the *West Ming Specific Plan*.

Ward 6

- c. Public Hearing to consider General Plan Amendment/Zone No. 18-0356. City of Bakersfield is proposing a General Plan Amendment/Zone Change located at the southwest corner of Berkshire Road/Mountain Ridge Drive intersection. The request includes: (1) an amendment of the Land Use Element of the Metropolitan Bakersfield General Plan land use designation LR (Low Density Residential) to PS (Public/Private Schools), or a more restrictive district, on 2.15 acres and R-IA (Resource - Intensive Agriculture) to OS-P (Parks and Recreation), or a more restrictive district, on 16.53 acres. The request also includes: (2) a change in zone classification from A-20A (Agriculture – 20 Acre Minimum Lot Size) to R-1 (One Family Dwelling), or a more restrictive district, on 12.97 acres and A-20A (Agriculture – 20 Acre Minimum Lot Size) to OS (Open Space), or a more restrictive district, on 16.53 acres. Negative Declaration on file.

1. Resolution adopting a Negative Declaration.
2. Adoption of a Resolution approving the General Plan Amendment changing the land use designation from LR (Low Density Residential) to PS (Public/Private Schools) on 2.15 acres and R-IA (Resource - Intensive Agriculture) to OS-P (Parks and Recreation) on 16.53 acres, subject to conditions of approval.
3. First reading of an ordinance amending the Official Zoning Map in Title 17 of the Bakersfield Municipal Code by changing the zone district from A-20A (Agriculture-20 Acre Minimum Lot Size) to R-1 (One Family Dwelling) on 12.97 acres and A-20A (Agriculture – 20 Acre Minimum Lot Size) to OS (Open Space) on 16.53 acres.

Ward 3

- d. Public Hearing to consider General Plan Amendment/Zone Change No. 18-0359. Marino/Associates, representing ALDAR Mini Storage, LP (property owner), is proposing a

General Plan Amendment/Zone Change on 22.98 acres located on the northeast corner of the College Avenue and Fairfax Road intersection. The request includes: (1) an amendment of the Land Use Element of the Metropolitan Bakersfield General Plan land use designation from LR (Low Density Residential) to GC (General Commercial) on 11.97 acres and HMR (High Medium Density Residential) to GC on an additional 11.01 acres, or a more restrictive designation; and (2) a change in zone district from R-1 (One Family Dwelling) to C-2/PCD (Regional Commercial/Planned Commercial Development) on 11.97 acres and PUD (Planned Unit Development) to C-2/PCD on 11.01 acres, or a more restrictive district. A Mitigated Negative Declaration is on file.

1. Resolution adopting a Mitigated Negative Declaration.
2. Adoption of a Resolution approving the General Plan Amendment changing the land use designation from LR (Low Density Residential) on 11.97 acres and HMR (High Medium Density Residential) on an additional 11.01 acres to GC (General Commercial), subject to conditions of approval.
3. First reading of ordinance amending the Official Zoning Map in Title 17 of the Bakersfield Municipal Code by changing the zone district from R-1 (One Family Dwelling) on 11.97 acres and PUD (Planned Unit Development) on 11.01 acres to C-2/PCD (Regional Commercial/Planned Commercial Development).

Ward 1

- e. Public Hearing to consider General Plan Amendment/Zone Change No. 18-0278. Swanson Engineering, Inc., representing Dr. Victor Kitt (property owner), General Plan Amendment/Zone Change on 21.14 acres located on the east side of Union Avenue about 440 feet north of East Berkshire Road and south of, and adjacent to, the Arvin-Edison Canal. The request includes: (1) an amendment of the Land Use Element of the Metropolitan Bakersfield General Plan land use designation from LR (Low Density Residential) to HMR (High Medium Density Residential) on 21.14 acres, or a more restrictive designation. The request also includes: (2) a change in zone classification from R-1 (One Family Dwelling) to R-2 (Limited Multiple Family Dwelling) on 21.14 acres, or a more restrictive district (Figure 2). Mitigated Negative Declaration on file.

1. Resolution adopting a Mitigated Negative Declaration.
2. Adoption of a Resolution approving the General Plan Amendment changing the land use designation LR (Low Density Residential) to HMR (High Medium Density Residential) on 21.14 acres, subject to conditions of approval.

3. First reading of an ordinance amending the Official Zoning Map in Title 17 of the Bakersfield Municipal Code by changing the zone district R-1 (One Family Dwelling) to R-2 (Limited Multiple Family Dwelling) on 21.14 acres.

## **10. HEARINGS**

- a. Annual Action Plan: Budget and Finance Committee Report regarding FY 2019-20 Community Development Block Grant (CDBG - \$3,646,234), HOME Investment Partnerships (HOME - \$1,594,389), Housing Opportunities for Persons with HIV/AIDS (HOPWA - \$496,350), and Emergency Solutions Grant (ESG - \$293,680) Action Plan submittal (Total - \$6,030,653).

*Staff recommends acceptance of the report, and authorization to the City Manager to execute all documents required to submit the Annual Action Plan.*

## **11. REPORTS**

- a. Proposed Increase to Sidewalk Widths on Arterial Streets.  
*Staff recommends acceptance of report.*

## **12. DEFERRED BUSINESS**

## **13. NEW BUSINESS**

Ward(s) 1, 2, 3, 6, 7

- a. Centennial Corridor Mainline Project:
  1. Accept the bid and award the contract with Security Paving Construction (\$147,013,656.25) to construct said project.
  2. Construction management agreement with AECOM (not to exceed \$18,349,852.40), for construction management services.
  3. Amendment No. 8 to Agreement 14-288 with Parsons Transportation Group (\$2,526,421.54; revised not to exceed \$38,092,224.45) for support services during construction.
  4. Appropriate \$261,875 Federal Earmark funds and appropriate \$1,402,586 various local roads fund balances to the Public Works Capital Improvement Budget in the respective funds for the Centennial Corridor Mainline project.

*Staff recommends acceptance of the low bid, approval of the construction contract, approval of construction management agreement, approval of the amendment and appropriation.*

## **14. COUNCIL AND MAYOR STATEMENTS**

## 15. ADJOURNMENT

## **Public Outreach Summary**

Since the submittal of the Fiscal Year (FY) 18-19 Action Plan staff from the City of Bakersfield's Economic Development Department participated in four community outreach events to gather feedback from residents about needs they have in their community and the role the City of Bakersfield's HUD funding could play in meeting those needs. Our outreach was conducted in two ways: the first involved an oral presentation of our programs to a specific community group about the qualifying uses of our funds, then soliciting feedback and recommendations from group members on their preferred use of those funds. The second involved staff attending a community outreach event, where participants were presented with a chart of the various programs and services our HUD funds could support; they were asked to rate the top five needs that would provide the most benefit to their community. Once participants provided us with their top five programs, participants were asked why they made their selection and in what particular way could the City meet that need. As a result of the feedback, staff documented their specific needs from each event. In turn, this data will allow us to build a better image of what each neighborhoods/clientele group needed in the way of services.

### **Overall Feedback**

During the course of the year staff received feedback from 362 residents. Of these respondents, 88 identified as Hispanic, 64 as black, and 36 identified as female head of households. After tallying the identified needs of residents who participated in these efforts, the top items identified by participants were as follows:

- Homeless Facilities/services
- Youth Centers
- Street Improvements
- Street Lighting
- Affordable Housing

Throughout the course of our community engagement, we strived to reach different community groups and different areas within Bakersfield to ensure that we gathered feedback from all residents living within block groups that qualify for HUD funding. A summary page for each outreach effort can be found below.

Outreach Event: The Downtown Business Associations Third Thursday

Date: May 17<sup>th</sup>, 2018

Location: Central Park at Mill Creek  
600 21<sup>st</sup> Street  
Bakersfield, CA 93301

Reason for Attendance: Targeted Outreach to the local community

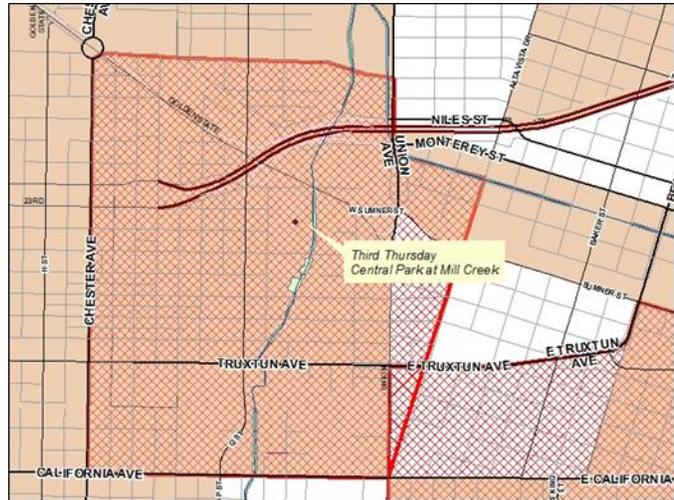
Needs for the Area:

Staff spoke to a group of 128 community members about the City of Bakersfield's Community Development Block Grant Program and the different improvements it can fund. Based on their participation, the following items were the most prioritized for investment:

- Homeless Facilities/services
- Youth Centers
- Street Improvements
- Affordable Housing
- Homeownership Assistance

Notable Feedback:

- No specific needs were solicited during the outreach event.



Outreach Event: The Children First Foundation East Bakersfield Festival

Date: June 16<sup>th</sup>, 2018

Location: Jefferson Park  
801 Bernard Street  
Bakersfield, CA 93305

Reason for Attendance: Targeted Outreach to the local community

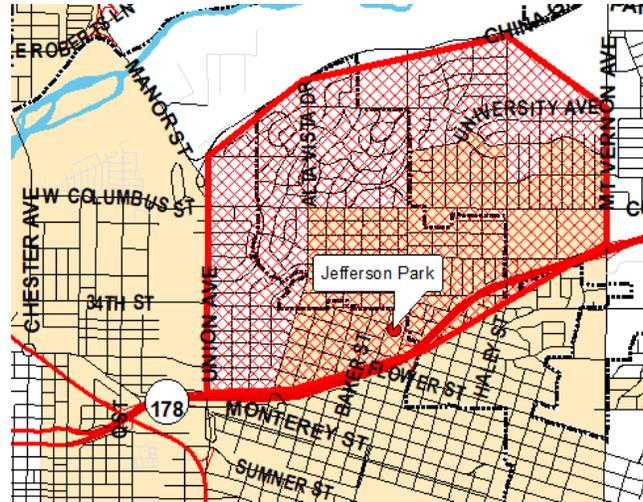
Needs for the Area:

During the course of the event staff received feedback from 137 residents on the programs and investments they would like to see within their community. Based on their participation, the following items were the most prioritized for investment:

- Homeless Facilities/services
- Street Improvements
- Street Lighting
- Job Training
- Youth Centers

Notable Feedback:

- No specific needs were solicited during the outreach event.



Outreach Event: Good Neighbor Festival

Date: October 14<sup>th</sup>, 2018

Location: Dr. Martin Luther King Park  
1000 South Owens Street  
Bakersfield, CA 93307

Reason for Attendance: Targeted Outreach to the local community

Needs for the Area:

Staff spoke to a group of 59 community members about the City of Bakersfield's Community Development Block Grant Program and the different improvements it can fund. Based on their participation, the following items were the most prioritized for investment:

- Child Care Services
- Job Training
- Youth Centers
- Homeless Facilities/Services
- Job Creation

Notable Feedback:

- No specific needs were solicited during the outreach event.



Outreach Event: The Downtown Business Associations Third Thursday

Date: October 18<sup>th</sup>, 2018

Location: Central Park at Mill Creek  
600 21<sup>st</sup> Street  
Bakersfield, CA 93301

Reason for Attendance: Targeted Outreach to the local community

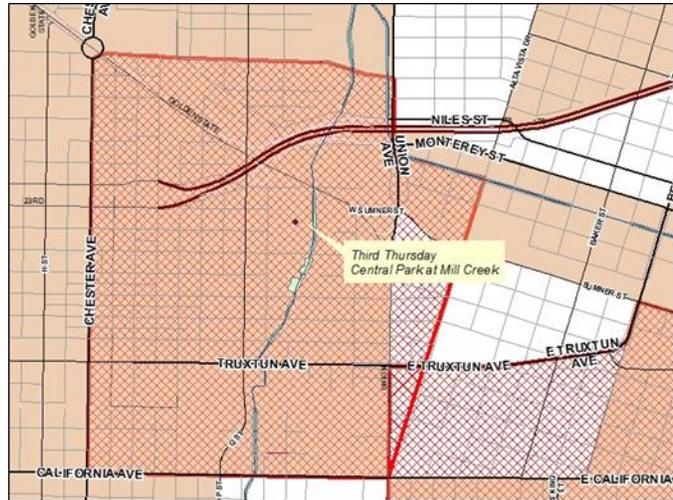
Needs for the Area:

Staff spoke to a group of 38 community members about the City of Bakersfield's Community Development Block Grant Program and the different improvements it can fund. Based on their participation, the following items were the most prioritized for investment:

- Homeless Facilities/services
- Job Creation
- Mental Health Services
- Street Improvements
- Parks and Recreation Facilities

Notable Feedback:

- No specific needs were solicited during the outreach event.



**Attachment B - 19-20 HUD Funding Handbook**

# CITY OF BAKERSFIELD

## COMMUNITY DEVELOPMENT DEPARTMENT

CIUDAD DE BAKERSFIELD - AVISO PÚBLICO DE DISPONIBILIDAD DE FONDOS



## FUNDING HANDBOOK

### FOR NON-PROFITS, HOUSING DEVELOPERS, AND FOR-PROFIT ORGANIZATIONS

### Fiscal Year 2019-20

MANUAL DE FINANCIAMIENTO (CDBG, HOME, ESG) - Año Fiscal 2019-20

**Application Deadline: November 2, 2018, 3 P.M.**

Fecha límite de solicitud: 2 de Noviembre de 2018, 3:00 p.m.

*Para solicitar la traducción española, por favor póngase en contacto con la ciudad de Bakersfield Departamento de Desarrollo Comunitario en 1715 Chester Avenue, segundo piso, o llamando al 661.326.3765.( TDD (661) 321-9472, fax (661) 852-2138; email [acarter@bakersfieldcity.us](mailto:acarter@bakersfieldcity.us)).*

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# INTRODUCTION

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The City of Bakersfield’s as an entitlement community is responsible for the annual administration of three federally funded programs:

- o Community Development Block Grant (CDBG),
- o HOME Investment Partnership (HOME), and
- o Emergency Solutions Grant (ESG).

The City is preparing to create its fourth-year Action Plan (FY 2018-19) of the Consolidated Plan 2020 (ConPlan). The ConPlan describes eligible programs, projects, and activities to be undertaken with the funds anticipated each year through entitlement grants from the U.S. Department of Housing and Urban Development (HUD). Each year of the five-year plan, applications are sought from non-profits, housing developers, and for-profit entities interested in using the City’s federal funds to carry out projects addressing the needs reflected in the ConPlan. City’s Fiscal Year (FY) starts July 1<sup>st</sup> and ends June 30<sup>th</sup>.

The following pages provide an overview, application process, and the standard application forms for the three funding programs.

## TENTATIVE TIMELINE

Below is a tentative timeline for the CDBG, HOME, and ESG funds application process. Once submitted, applications are reviewed by City staff to determine eligibility, and scored based on a number of factors, including HUD and program goals and objectives, ConPlan goals and objectives, and budgetary constraints. Then, selected projects are included in an Action Plan that must be approved by the City Council and HUD (following a public review period).

***The City will not receive funding to distribute to selected applicants until at least September 2018 and potentially later.*** When the City receives funding, selected applicants must enter into agreements with the City of Bakersfield, and a City Project Manager will conduct an appropriate environmental review. Once the agreement, environmental review, and any other applicable pre-award requirements are met, the Project Manager will issue the selected organization a written Notice to Proceed. **DO NOT** commence spending for a project until your organization/agency receives a written Notice to Proceed. Any spending prior to a written Notice to Proceed will be considered ineligible for funding.

DATE	EVENT
11/2/2018	3:00 p.m. <b>DEADLINE</b> to Receive Applications for Funding
2/27/2019*	Proposed Activities (projects) for FY 19-20 Action Plan submitted to the City of Bakersfield Budget and Finance Committee, and Authorization to Publish 30 Day Public Notice is requested

3/18/2019	FY 19-20 Action Plan Public Notice Published and copies distributed to Libraries and posted to City of Bakersfield Website
4/17/19	End of 30 Day Action Plan Public Review Period
4/24/19*	City Council to Consider Approval of FY 19-20 Action Plan
5/17/2019	Deadline to Submit FY 19-20 Action Plan to HUD

\*Note: Dates tentative, 2019 meeting dates are not scheduled until December 2018.

## REQUIREMENTS FOR ALL FUNDING APPLICATIONS

- A. The completed application shall be on 8 1/2" x 11" white paper and organized in the order prescribed in the application section for each funding source described in this handbook. The original application **shall be bound** (a 3-ring binder is sufficient), tabbed, sequentially numbered, and contain a table of contents.
- B. The applicant must submit to the City **one original and one copy** of the application with a letter signed by a representative authorized by the applicant. The applicant must also attach to the letter the "certification statement" found in Appendix P. The letter should contain the name, title, and telephone number of a contact person knowledgeable of the proposal. The application package may be mailed or delivered to the address below (facsimiles will not be accepted). All applications must be received and time stamped by the City no later than **3:00 p.m. on November 2, 2018**. Mail or deliver your application to:
 

City of Bakersfield Community Development  
 Attn: Hayward Cox, Community Development Coordinator  
 1715 Chester Avenue  
 Bakersfield, CA 93301
- C. If the organization has a governing body (i.e., Board of Directors), the submitted application(s) must include a resolution from the agency's governing body, authorizing application for City assistance. Sample resolutions can be found in Appendix H.
- D. Additional questions regarding the application process, regulations or other programmatic issues, should be directed to Hayward Cox, Community Development Coordinator at the above address or by calling (661) 326-3765; fax (661) 852-2138; CA Relay 711; email hcox@bakersfieldcity.us.
- E. The Economic Development Section of the Community Development Department (EDCD) staff will review submitted applications to determine whether the application is complete. At a later date a letter will be sent to the applicant verifying that the application is complete or identifying any additional information needed to complete the staff analysis and assessment.
- F. Completing this application **does not guarantee funding** for any project. The applicant(s) should be aware that demand for funding is far greater than available

funds. Funding for the proposed project is not awarded until an agreement is approved and executed by the Bakersfield City Council, the City has received funding from HUD, and the City has issued a written Notice to Proceed to the applicant. The City will not reimburse any part of the cost to apply, nor any expense incurred, prior to entering into an agreement with the City of Bakersfield and the issuance of a written Notice to Proceed.

- G. Please note that if your proposed project is awarded funding, you may be required to follow certain procurement procedures. Likewise, any construction costs over \$2,000 will be required to comply with Davis-Bacon and State of California prevailing wage requirements, and contracts in excess of \$100,000 must comply with the City of Bakersfield's Section 3 Plan (job opportunities for low- and moderate-income residents). Please take this into account when preparing your proposed budget and project schedule.
- H. Compliance with Federal regulations governing accounting systems and reimbursable expenses, as well as proof of insurance are required of all recipients of HUD entitlement funds.
- I. Post monitoring is a federal requirement for recipients of HUD entitlement funds during the affordability or restrictive use period of the project.
- J. All HUD-funded activities are required to track race, ethnicity, income and disability status of project beneficiaries as described in Appendix R. For activities not serving a designated geographic area, please provide an Affirmative Marketing Plan to ensure the project or service is available to all persons.
- K. All HUD-funded activities require compliance with and are subject to accessibility review under Section 504 of the Rehabilitation Act (24 CFR Part 20) and the Americans with Disabilities Act. Specifically, the City of Bakersfield will utilize ADAAG 2010 to assess compliance.

## RESTRICTIONS

- A. Number of Applications – Each applicant may only submit one application per funding source (e.g., CDBG, HOME, or ESG), but no more than a total of two per applicant.
- B. Religious Activities – Organizations that are religious or faith-based are eligible for CDBG, HOME, ESG funding on the same basis as any other organization. However religious and faith-based organizations may not directly fund inherently religious activities (e.g., worship, etc.) with federal funds. Organizations will retain their independence from government organizations. Participating organizations may not discriminate against program beneficiaries on the basis of religious beliefs, and funds may not be used to purchase, rehabilitate or construct structures to be used primarily for inherently religious activities.
- C. Political Activities - HUD funds may not be used to finance the use of facilities or equipment for political purposes or to engage in other partisan political activities,

such as candidate forums, voter transportation, or voter registration. However, a facility originally assisted with HUD funds may be used on an incidental basis to hold political meetings, candidate forums, or voter registration campaigns, provided that all parties and organizations have access to the facility on an equal basis, and are assessed equal rent use charges, if any.

## **NOTICE OF NONDISCRIMINATION**

The City of Bakersfield hereby advises the public, job applicants, and employees that it does not discriminate on the basis of race, color, national origin, religion, sex, gender, or disability with regard to access to, treatment or employment in, its federally-assisted programs.

This notice is posted in accordance with Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974 and Title IV of the Civil Rights Act of 1964.

The City of Bakersfield has designated the following individual as the contact to coordinate efforts to comply specifically with Section 504 – Non-Discrimination Based Disability in Federally-Assisted Programs and Activities, and a requirement of 24 CFR Part 8 :

Brianna Carrier, ADA/504 Coordinator  
City of Bakersfield - City Manager's Office  
1600 Truxtun Ave, Bakersfield, CA 93301  
Phone: (611) 326-3745 Fax: (661) 324- 1850 TDD: (661) 321-9472  
E-mail: ADA@bakersfieldcity.us

City recipients or subrecipients of HUD funding shall comply with this notice.

# COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

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The Community Development Block Grant (CDBG) Program is directed by the U.S. Department of Housing and Urban Development (HUD), and provides monies for cities and counties to perform certain community development and housing activities. Cities with populations over 50,000 and meeting other certain conditions, such as the City of Bakersfield, may apply for "entitlement" funds. Thus, as an entitlement city, the amount of money granted to a city is determined by a HUD formula and on an annual basis. (Note: The following summary of the CDBG Program merely highlights major program requirements and considerations).

Each activity considered for funding must satisfy HUD objectives and eligibility criteria for the CDBG Program (described below).

At least 70% of the City's CDBG cumulative expenditures must be for activities benefiting low- and moderate-income persons. Also, other applicable laws, including civil rights laws, environmental review, labor standards, etc., must be followed in carrying out activities funded through the CDBG Program.

Please note that completing this application does not guarantee funding for any project. Applicant should be aware that demand for funding is far greater than available funds. City will not reimburse to the applicant any part of the cost to apply.

If selected for funding, program regulations require that the City of Bakersfield monitor your organization for compliance with CDBG regulations for a minimum of 5 years following the completion of the proposed activity.

The CDBG regulations can be found at 24 C.F.R. Part 570.

## NATIONAL OBJECTIVES

Each activity must meet one of the three broad national objectives:

- A. Primarily benefit low- and moderate-income persons. More specifically, 51% of the project must benefit families with incomes at or below 80% of the median income. A project benefitting low- and moderate-income persons can be qualified in one of four ways:
1. Area – the activity is located in a qualified low- and moderate-income Census block group (see map attached)
  2. Limited Clientele – the activity provides benefits to a specific group of persons, comprised (or presumed to be comprised) of at least 51% low- and moderate-income persons. This includes:
    - i. Presumed Groups (as recognized by HUD), which include abused

- children, elderly persons, battered spouses, homeless persons, severely disabled persons (as defined by the U.S. Census), illiterate adults, persons living with AIDS, or migrant farm workers
  - ii. Requires information from persons receiving benefit so that the 51% low- and moderate-income threshold can be determined
  - iii. Be of such a location and nature that it may reasonably be concluded that the clientele are low- and moderate-income persons
- 3. Housing – the majority (at least 51%) of units are designated for low- and moderate-income households, or for non-elderly multi-family rental structures at least 20% of units are designated for low- and moderate-income households (only proportionate share of cost is eligible in this scenario)
- 4. Jobs – the activity can meet the benefit requirement in one of three ways:
  - i. Be located in a predominately low- and moderate-income neighborhood and serve the residents of that neighborhood in the case where the service would not otherwise be available
  - ii. Involve facilities designed for use predominantly by low- and moderate-income persons
  - iii. Involve the employment of persons, the majority (51% or greater) of whom are low- and moderate-income persons (maximum assistance per full time equivalent (FTE) position created is \$35,000, tracked cumulatively over a maximum of five years)
- B. Aid in the prevention or elimination of slum or blight. Activities considered to aid in the prevention or elimination of slum or blight are activities located within a designated area which: 1) meets a definition of a slum, blighted, deteriorated, or deteriorating area under State or local law; and 2) where there is a substantial number of deteriorating or dilapidated buildings or needed improvements throughout the area.
- C. Meet urgent community development needs. The proposed project must meet needs that have a particular urgency where existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs.

## ELIGIBLE ACTIVITIES

Only certain kinds of activities are eligible for funding. These are briefly listed below. However, in most instances the regulations contain "qualifiers" which make the activity eligible or ineligible depending on specific circumstances:

- A. Purchasing Property (Acquisition) in whole or in part by a public agency or private non-profit entity for any public purpose except buildings used predominantly for the general conduct of government. Selling, Leasing, or Granting (Disposition of)

property with CDBG funds.

- B. Public facilities and improvements, including the purchase, construction, reconstruction, rehabilitation, or installation of buildings/properties, except buildings or portions thereof, used predominantly for the general conduct of government.
- C. Clearance, demolition, and removal of buildings and improvements including movement of structures to other sites.
- D. Public services which are directed toward improving the community's public services and facilities: including, but not limited to, those concerned with employment, crime prevention, child care, health, drug abuse, education, energy conservation, welfare, or recreational needs. A public service *must* be either:
  - 1. a new service, or
  - 2. a quantifiable increase in the level of service above which had been provided by or on behalf of the unit of general local government in the twelve calendar months prior to submission of the Action Plan to HUD.

No more than 15% of the City's annual CDBG grant can be expended for public service costs. Also, please note that CDBG funding is not intended to be used to replace a discontinued funding source.

- E. Interim assistance to eliminate harmful conditions where immediate public action is necessary.
- F. Payment of the non-federal share of certain matching grant programs.
- G. Completion of federally-funded urban renewal projects.
- H. Relocation payments and assistance to persons displaced by CDBG activities, including temporary relocation assistance during rehabilitation work.
- I. Payment of loss of rental income to landlords holding properties for the relocation of individuals and families displaced by program activities.
- J. Removal of architectural barriers.
- K. Acquisition, construction, rehabilitation or installation of privately owned utilities, including under-grounding.
- L. Rehabilitation and preservation activities. These activities include:
  - 1. Rehabilitation assistance to rehabilitate: a) privately owned buildings and improvements; b) low- and moderate-income public housing and other publicly owned residential buildings and improvements; and c) publicly owned nonresidential buildings and improvements otherwise eligible for assistance.

Please note that "rehabilitation" eligible under the CDBG program includes significant remediation of existing site improvements, and does not typically include maintenance activities (think reconstruction of portions of the property).
  - 2. Financing the following types of rehabilitation activities and related costs: a) assistance to private individuals and entities to acquire, for the purpose of rehabilitation, and to rehabilitate properties for use or resale for residential purposes; b) labor materials, and other costs of rehabilitation of properties; c) loans for financing existing indebtedness secured by a property rehabilitated

- with CDBG funds; d) improvements to increase the efficient use of energy in structures; e) improvements to increase the efficient use of water; f) costs associated with the connection of residential structures to water distribution lines or local sewer collection lines; g) costs of tools lent to owners, tenants, and others who will use such tools to carry out rehabilitation; and h) rehabilitation services such as rehabilitation counseling, energy auditing, loan processing, and other services related to assisting owners, tenants, contractors, and other entities.
3. Code enforcement in deteriorating or deteriorated areas where such enforcement together with public improvements, rehabilitation, and services to be provided, may be expected to arrest the decline of the area.
  4. Historic preservation, rehabilitation and restoration of historic properties, whether publicly or privately owned. Historic properties are those sites or structures that are either listed in or eligible to be listed in the National Register of Historic Places, or designated as a State or local landmark or historic district by appropriate law or ordinance.
  5. Renovation of closed school buildings for use as an eligible public facility, for a commercial or industrial facility, or for housing.
- M. Special economic development activities necessary to carry out an economic development project. Special economic development activities include:
1. The acquisition, construction, reconstruction, or installation of commercial or industrial buildings, structures, and other real property equipment and improvements.
  2. The provision of assistance to private for-profit businesses, including, but not limited to, grants, loans, loan guarantees, interest supplements, technical assistance, and other forms of support for any other activity necessary or appropriate to carry out an economic development project.
- N. Some small business investment companies, local development corporations and other similar entities organized under Title VII of the entitled Headstart, Economic Opportunity, and Community Partnership Act of 1974, are authorized to receive funds to carry out neighborhood revitalization, economic development, and energy conservation activities that are otherwise ineligible.

## INELIGIBLE ACTIVITIES

The general rule is that any activities not listed in the "eligible activities" section are ineligible. The following identifies examples of specific activities that are ineligible and provides guidance in determining other activities frequently associated with housing and community development.

- A. Acquisition, rehabilitation, or new construction of buildings, or portions thereof, used predominantly for general conduct or government.
- B. General government expenses.
- C. Political activities.
- D. Purchase of construction and/or fire protection equipment, furnishings, and

personal property except as necessary in the administration of activities assisted with CDBG funds.

- E. Expenses associated with repairing, operating or maintaining public facilities or services.
- F. New housing construction.
- G. Income payments for housing or any other payments.
- H. Stadiums.
- I. Debt refinancing.
- J. Basic property maintenance.

## **PROPERTY OR SITE OWNERSHIP**

For property improvements, such as new construction or rehabilitation of existing structures, the applicant must have title to the project property.

## **REQUEST MINIMUM**

Due to the administrative requirements of HUD-funded projects and limited number of department staff, the minimum request for CDBG assistance is \$25,000.

## **MONITORING**

Any applicant approved for CDBG funding will be monitored annually for a 5 year period following the completion of the project to ensure ongoing compliance with program requirements.

## **PUBLIC FACILITIES ASSISTANCE (PFA)**

As part of the CDBG program, the Public Facilities Assistance (PFA) program may provide grant funds to eligible non-profit and public entities for development and expansion of their community/neighborhood facilities (referred to as Public Facilities). PFA grant funds may be used for purchase, design, construction, rehabilitation, or installation of public improvements or facilities. However, PFA funds may not be used for operation or maintenance; purchasing construction equipment; or for purchasing furnishings and other personal property.

Please note that reasonable fees may be charged for use of the facilities assisted with CDBG funds, but charges, such as excessive membership fees, which will have the effect of precluding low- and moderate-income persons from using the facilities, are not permitted. Also, please note that non-profit entities may acquire title to public facilities; however, when such facilities are owned by non-profit entities they must be open for use by the general public during all normal hours of operation.

Examples of eligible PFA activities include, but are not limited to:

- A. Community and Health Centers
- B. Day Care and Senior Centers
- C. Shelters for the Homeless
- D. Centers for the Disabled

## **PUBLIC SERVICE PROJECTS**

Additional restrictions apply to public service projects. Before applying for funds for public service projects, please call the Community Development Department for more information, and to see if your project qualifies. Appendix R must be filled out for all public service applicants.

# APPLICATION INFORMATION FOR CDBG FUNDS

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In order to apply for CDBG (or PFA funds), please submit a narrative that includes the following information and associated material. If a question or topic is not applicable to your proposed project please state so on the application along with a brief explanation of why the question or topic does not apply. The application shall be on 8 ½ " x 11" white paper and organized in the order prescribed in the following section. The original application shall be bound (a 3-ring binder is sufficient), tabbed, sequentially numbered, and contain a table of contents. Applicants should make sure to include information that relates to the guidelines described in the previous section. The City reserves the right to adjust funding levels to maximize the funds that are to be utilized in ways that best meet the program goals.

## PART ONE:

### I. EXECUTIVE SUMMARY OF PROPOSAL

This should be a concise overview of all the major components of your proposal including the amount requested and must answer the questions - what, who, why, where, when, and how, including total cost and amount of request.

### II. PROJECT DESCRIPTION

A. Project Title - Provide a brief title that describes the nature of your proposal.

B. Purpose and Detailed Description of the Project Components

1. Describe in detail the proposed project for which you are requesting funding.
2. Describe how your project (as proposed) meets one of HUD's National Objectives (see page II-1 of the Funding Handbook)
3. Describe how your proposed project conforms to one of the Eligible Activities (see page II-2 of the Funding Handbook)

Explain your project purpose and reason why the CDBG funding is necessary.

4. Does your proposal consist of land and/or facility acquisition, construction of a new facility, expansion of an existing facility, rehabilitation of an existing facility, or a combination of these?
5. If this activity is part of a larger project, describe the entire project and how this activity fits in with the larger project.
6. Describe which goal and objective your project application will address in the City's Consolidated Plan. The Consolidated Plan may be found on the City of Bakersfield website at [www.bakersfieldcity.us](http://www.bakersfieldcity.us). Once you access the City of Bakersfield homepage, select "Departments" > "Community Development" > "Economic Development."

### C. Nature and Level of Service

1. Describe what programs and services you provide now, if any, and whether these programs and services are going to be continued at existing levels or expanded by the proposed project.
2. Identify all sites utilized by your organization to provide programs and services.
3. Include any new programs or services to be provided at the site as a result of the CDBG assistance.
4. Identify other organizations that provide the same or similar services as those provided by your organization. To the best of your knowledge, are those organizations at or near capacity in terms of people served?
5. In terms of numbers, is there a long waiting list for similar programs and activities offered at the nearest existing facility or provider (within metropolitan Bakersfield)? If so, what are the numbers?
6. For Public Service projects, please complete the Public Service Questionnaire (Appendix R). Additional restrictions apply to public service projects. Before applying please call Community Development Department for more information, and to see if your project qualifies.

### D. Site Control

**(Note:** this section only applies if site improvements are proposed)

1. Please indicate whether you have title to the project property or control of the site. If you have title to the project property, please provide documentation (site control may be a long term lease covering the useful life of improvements or purchase options). If you do not have title to the project property, please explain (e.g., who currently owns the site, is the seller willing to take an option, etc.). Lack or reasonable site control for an improvement project will make an application ineligible for funding.
2. Describe all existing utilities and infrastructure on the proposed project site.
3. Identify the square footage or acreage of the site.
4. If a commercial narrative appraisal has been completed please attach it as documentation.

### E. Property Information

If site improvements are proposed, identify each site for which proposed CDBG funding would be used and provide the following information:

1. State the current zoning of the project site, and any development approvals (i.e. Conditional Use Permit, zone change, modification, etc.) necessary to facilitate the proposed project.
2. If there is an existing residential or commercial structure located on the project site, indicate the number of people or businesses to be displaced as a result of this project.
3. Please identify the number of square feet needed for the proposed

project.

4. Please provide an Assessor's Parcel Map and Assessor's Parcel Number(s) for your proposed project site. Attach preliminary sketches and site plans (if applicable) of all proposed improvements (include street addresses).
5. Please indicate any known environmental hazards on the proposed project site. If your proposal is selected for funding and it involves property acquisition or new construction, a Phase I Environmental Assessment must be completed by applicant before approval of any funding. If a Phase I Environmental Assessment is available at the time the application is made, please include a copy of the report with the application.
6. Provide two or more pictures of proposed project site.
7. If the proposed project includes site improvements, has an appraisal been completed for the project site? If funding is for acquisition a certified fair market appraisal must also be submitted by applicant before approval of funding.
8. When was the most recent title report completed? If available, please include a recent (less than six months) title report for the project site.

#### F. Proposed New Construction

1. If your project consists of new construction, please describe in detail the extent of construction work to be undertaken. Include information regarding square footage, number and type of rooms, landscaping and other relevant information.
2. Has an environmental review been performed for the project site? Please explain.

#### G. Proposed Rehabilitation/Expansion of Existing Facility

If your project consists of rehabilitation and/or expansion of an existing facility, please describe the extent of the rehabilitation work, additional square footage, and proposed use of additional space. Include information about structural, mechanical, plumbing, electrical, and other deficiencies that must be corrected as a part of the rehabilitation work. Please indicate if asbestos and/or lead based paint are present in the proposed project site and how this was determined.

#### H. Contact Person and Information

Provide the name of the best person to contact for further questions regarding this application. Include specific contact information and preferred method of contact.

### III. **PROJECT COST**

#### A. Itemized Cost Estimate

1. Provide an itemized preliminary cost estimate and include the source of the estimate and the date the estimate was prepared. If the project involves construction-related costs, then cost estimates shall be certified

by an architect or professional engineer and must include the total amount of CDBG funds requested, and non-CDBG funds committed, as well as quantities, units of measure, unit prices, extension prices, and contingencies as applicable. If the project involves funding a program, please describe in detail how estimated costs were determined.

Please note that if construction-related costs exceed \$2,000, then the project must comply with Davis-Bacon prevailing wage requirements. Likewise, if approved, the project may be required to comply with certain bidding requirements. A sample of a Bid Analysis Form may be found in Appendix C of this document.

2. If this activity is part of a larger project, describe the source of funds for other elements of the total project.

#### B. Other Funding

Describe any other funding that is anticipated for this project. What steps have been taken to secure other funding for this activity? If available, supply written responses from other funding agencies contacted.

#### C. Type of Financial Assistance Requested

Describe the type of CDBG assistance requested, (i.e., loan, grant, or combination) and amount of each type of assistance.

### IV. PROJECT BENEFIT

- A. Provide area map(s) identifying the project location and the area boundaries to be served by the project.
- B. Explain how the service area boundaries were determined and submit available data in support of this determination.
- C. If the proposal is for job creation/retention, please identify the total number of jobs (full-time equivalent positions) to be created/retained and the percent to be filled by low- and moderate-income persons. Also please identify the type of jobs to be created, the type of job experience required and average pay scale for these positions.
- D. Describe who will benefit from this project (i.e., residents of given area, specific age group, such as youth or seniors, disabled persons, etc.). Please estimate how many people/households will benefit from this project in a year. Note: facilities assisted with federal funds must be open to all ethnic and racial groups and data indicating persons/groups served will be required as part of the program-monitoring process.
- E. Describe how low- and moderate-income persons will benefit from this project and how this can be verified (see attached CDBG guidelines found in Appendix E, identifying current low- and moderate-income limits and what individual groups are presumed to be principally low- and moderate-income persons). If the project is a direct benefit activity (i.e. is not based on area of benefit) please explain how your agency will document low- and moderate-income qualification per user. Please explain how your organization has determined that

51% or more of your clientele are historically from low- and moderate-income families (clientele means all users of the proposed facility). Make certain to provide documentation.

- F. Do you plan to charge fees for the activities or service to be offered? If so, how will amount of fees be determined and what will be the cost? For what will the proposed fees be utilized (e.g., incidental overhead costs, operation and maintenance, capital cost recovery, etc.)? Will these fees prevent or limit the use of the facility by low- and moderate-income residents? Please explain.
- G. For last fiscal year, how many clients were served by your agency by the programs/services you plan to provide with the proposed project; and what percentage of these clients/users served were City residents vs. unincorporated County residents? If all or a portion of your clients are County residents, has your agency requested assistance from the County? If so, please explain the County's potential involvement with your proposal. If no involvement, please explain why.
- H. Identify potential users and organizations that may utilize the proposed facility or program (identify specific groups, their membership requirements if any, etc.) and whether they are low- and moderate-income users.
- I. Describe how your agency intends to evaluate annual accomplishments of your request for use of HUD funds. Attach a copy of annual evaluation and performance reports your agency provides to funders and stakeholders. Appendix O reflects new reporting requirements by funded applicants for federal performance measurements.

## **V. PROJECT TIMELINE**

Please describe the timeframe for implementation of the proposed project. Please attach a project implementation schedule outlining anticipated start and ending dates for each applicable activity (note: City's fiscal year starts July 1 and ends June 30).

## **VI. AUTHORIZATION TO APPLY**

Attach an executed resolution from your governing body (e.g., Board of Directors), authorizing application for CDBG funds and appointment of representative signatory. An example of an authorizing resolution can be found in Appendix H.

## **VII. INDEMNIFICATION AND INSURANCE**

Please review the City's standard indemnification and insurance requirements (Appendix I) for proposed funded community/neighborhood facilities, and provide documentation regarding your agency's ability to provide the required coverage.

## **VIII. ALTERNATIVES CONSIDERED**

**(Note:** Complete this section if the proposed project includes acquisition, new

construction or substantial rehabilitation (greater than 50%) of the value of the structure.)

- A. Discuss the benefit of meeting your organizational objectives in a way other than the proposed project, as well as the consequences of implementing other means. In other words, discuss the consequences if there is no action or your proposed project is not implemented.
- B. Identify one or more alternatives to the proposed project that were considered and rejected, e.g., other sites considered, design modifications, other uses of the site. For each alternative, describe benefits to the human environment that would result from implementation, any adverse impacts, and the reasons for rejection.

## **IX. BUSINESS PLAN**

See Appendix A for this portion of the application to describe your organization's Business Plan. No application is considered to be complete without the Business Plan. Any funding application received without a Business Plan will not be considered for funding.

## **SUMMARY OF REQUIRED EXHIBITS**

The application format described above lists several documents that must be submitted in support of your written proposal. For quick reference, the following exhibits need to be included in your application. Depending on whether you are proposing a program or construction-related project, some exhibits may not apply.

1. Proof of site control (see II.D.1)
2. Commercial Narrative Appraisal (see II.D.5)
3. Preliminary Sketches and/or Site Plans (see II.E.4)
4. Assessor's Parcel Map(s) (see II.E.4)
5. Phase I Environmental Assessment (see II.E.5)
6. Site Photos – minimum of 2 (see II.E.6)
7. Property Appraisal (see II.E.7)
8. Recent Title Report (see II.E.8)
9. Certified Project Cost Estimates (see III.A.1)
10. Vicinity Maps – depicting the project location and service area boundaries (see IV.A)
11. Agency Evaluation and Performance Reports (see IV.1 and Appendix O)
12. Project Implementation Schedule (see V)
13. Authorizing Resolution for Application (see IV and Appendix H)
14. Proof of Ability to Comply with Indemnification and Insurance Requirements (see

VIII and Appendix I)

15. Business Plan (see IX and Appendix A)

16. For Public Service projects, please complete the Public Service Questionnaire (Appendix R)

# HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)

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The HOME Investment Partnership Program (HOME) is funded through the U. S. Department of Housing and Urban Development (HUD), and was created to:

- o provide decent affordable housing to low- and moderate-income households;
- o expand capacity of nonprofit housing providers;
- o strengthen the ability of state and local governments to provide affordable housing; and
- o leverage private sector participation in affordable housing production.

HOME assistance is intended to be used as “gap” financing, meaning that, but for the provision of HOME funds, the proposed project would not be financially feasible.

Maximum HOME assistance per unit is established by HUD and referenced in Appendix D of this document.

HOME regulations can be found at 24 CFR Part 92.

## ELIGIBLE PROGRAM BENEFICIARIES

The HOME Program beneficiaries are homeowners and tenants with annual (gross) incomes no greater than 80% of median income (see Appendix E).

## MATCH REQUIREMENT

No less than twenty-five percent of all HOME funds used in a project must be matched with private/non-federal funds.

## AFFORDABILITY PERIOD AND MONITORING

HOME-assisted rental units carry rent and occupancy restrictions for varying lengths of time, known as the affordability period. The affordability period is based on the average amount of HOME funds invested in each unit and the type of activities performed using HOME funds. The following describes how the affordability period is calculated based on the HOME subsidy per unit:

- < \$15,000: 5-year affordability period
- \$15,000 - \$40,000: 10-year affordability period
- >\$40,000: 15-year affordability period.

This City of Bakersfield is required to monitor HOME-assisted projects during the

period of affordability to ensure fiscal soundness, property standards, and compliance with HOME program regulations and the project agreement. Any recipient of HOME funds from the City of Bakersfield may be monitored either annually or once every three years based on project compliance and performance. The City of Bakersfield reserves the right to charge fees related to the monitoring of HOME projects.

## **MULTI-FAMILY RENT LIMITS AND INCOME REQUIREMENTS**

Funding for multi-family housing units must adhere to HOME Program Rent limits when setting maximum Low and High Home Rents. Current program limits are listed in Appendix D. For rental housing, at least 90 percent of the initial household beneficiaries must have incomes at or below 60 percent of the area median income; the remaining 10 percent of the families benefited must have incomes at or below 80 percent of area median income. After initial lease-up, 80 percent of household beneficiaries must have incomes at or below 80 percent of area median income; the remaining 20 percent of household beneficiaries must have incomes at or below 50 percent area median income.

## **GEOGRAPHIC REQUIREMENTS**

Funding will be prioritized for projects located within City-designated Areas of Opportunity (see Appendix V). Likewise, the City will not accept applications for new construction of affordable housing located within racially- or ethnically-concentrated areas of poverty (R/ECAPs).

## **ACCESSIBILITY**

For new construction or substantial rehabilitation of multi-family projects (five or more units), at least 5% of the total units of the housing development being assisted must be accessible to individuals with mobility impairments, and at least 2% of units accessible to individuals with sensory impairments. Substantial rehabilitation is defined as a project with 15 or more units for which rehab costs will be at least 75% of replacement cost. For rehab that is less than substantial, alterations must, to the extent feasible, make 5% of units and common areas accessible to persons with mobility impairments. Accessible units must, to the maximum extent feasible, be distributed throughout the project and available in a sufficient range of sizes and amenities as to not limit choice.

Owners and managers must prioritize and market accessible units to persons with disabilities, and must adopt suitable means to assure information regarding the availability of accessible units reaches eligible persons with disabilities. Also, annually during the period of affordability, City staff will monitor HOME-assisted

projects for compliance with Section 504 of the Rehabilitation Act of 1973 and the Uniform Federal Accessibility Standards (UFAS).

## TIME LIMITS

The City must obligate (legally encumber) funds within two years of its grant award and funds must be fully expended five years from the date of the HUD award.

HOME projects must obtain financing and commence construction within 12 months of executing an agreement with the City of Bakersfield. HOME projects must be completed within three years of the date a HOME agreement is executed.

All HOME rental units must be occupied within six months of project completion, with an extension available up to 18 months from project completion.

For HOME homebuyer units, units must be sold to qualified buyers within nine months. Any HOME-assisted homebuyer unit that is not sold within nine months must be converted to a rental unit.

## ELIGIBLE ACTIVITIES

The HOME Program funds a variety of housing activities, such as:

- A. Rehabilitation, improvement, or modification of an existing residential structure;
- B. Conversion of an existing structure from an alternative use to affordable, residential housing;
- C. Reconstruction or rebuilding a residential structure on the same lot and for the same usage as the former structure (number of units in new structure must be similar to previous structure);
- D. New Construction of housing units – funding cannot be used for existing properties even if they are newly-constructed. In order for a project to be considered eligible, construction activities may only commence following approval of funding, the appropriate environmental review, and a Notice to Proceed from the City of Bakersfield;
- E. Tenant-based Rental Assistance (TBRA);
- F. Acquisition of property is eligible either as part of a homebuyer program or a rental housing project;
- G. Acquisition of vacant land using HOME funds may be accomplished only if construction will begin on a HOME eligible project within 12 months of purchase;
- H. Building of new, on-site infrastructure (sidewalks, sewer and water lines, utility connections, etc.) where they had not previously existed is permissible only when such improvements are essential to the development of the project;

- I. Demolition of a structure is an eligible HOME activity only if construction will begin on the HOME eligible project within 12 months of the demolition;
- J. Relocation payments and other relocation assistance, both permanent and temporary, are eligible costs;
- K. Project soft costs such as private lender origination fees, credit reports, title reports and updates, recordation fees, appraisal fees, attorney's fees, etc., are eligible HOME expenses.

## EXAMPLES OF INELIGIBLE ACTIVITIES

The following activities prohibited or not currently allowed under HOME program regulations:

- A. Emergency Repair, Weatherization or Energy Efficiency Programs: Programs that do not remedy all code deficiencies are prohibited.
- B. Ineligible Properties: HOME funds cannot be used for assistance on federally supported public housing, commercial properties, and temporary shelters.
- C. Match for other Programs: HOME Program funds cannot be used as the "non-federal" match for other federal, state, or local initiatives.
- D. Double Dipping: Except for the first year after project completion, no additional HOME funds can be provided to a project during the relevant period of affordability.
- E. Refinancing debt secured by multifamily housing.

## COMMUNITY HOUSING DEVELOPMENT ORGANIZATIONS (CHDO)

The City of Bakersfield is required by HUD to set aside not less than 15% of HOME funds for certain non-profit organizations called Community Housing Development Organizations (CHDOs). CHDOs are private, non-profit organizations that meet a series of qualifications prescribed in the HOME regulations, and are eligible to participate in the following activities:

- A. Serve as owners, developers, or sponsors of projects undertaken with HOME funds;
- B. Receive special assistance, such as predevelopment loans, technical assistance, or operating funds (not available to other types of organizations);
- C. Perform certain services as contractors to the City of Bakersfield; and
- D. Contract with the City of Bakersfield in the same ways as other non-profit agencies.

## CHDO ELIGIBLE ACTIVITIES (AS OWNERS, SPONSORS, OR DEVELOPERS)

- A. Acquisition and/or rehabilitation of rental property;
- B. New construction of rental housing;

- C. New construction of homebuyer property; and
- D. Direct financial assistance to purchasers of HOME-assisted housing, sponsored or developed by a CHDO with HOME funds.

## **CHDO INELIGIBLE ACTIVITIES (AS OWNERS, SPONSORS, OR DEVELOPERS)**

- A. Rehabilitation of existing homeowner properties
- B. Tennant-based rental assistance (TBRA)

## **CHDO AS SUBRECIPIENT**

CHDOs may also act as subrecipients with non-set-aside funds by undertaking any other HOME-eligible activities.

## **CHDO CERTIFICATION**

To become a certified CHDO in the City of Bakersfield, the organization must first meet certain criteria that have been established by HUD. These criteria are described in the "Statement of Qualifications" portion of this document, beginning on page III-9. CHDO certification in the City of Bakersfield is only valid for one fiscal year and must be approved by HUD. Therefore, if your organization is interested in CHDO certification, please include the "Statement of Qualifications" along with the application for HOME funds.

# APPLICATION INFORMATION FOR HOME FUNDS

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In order to apply for HOME funds, please submit a narrative that includes the following information and associated material. If a question or topic is not applicable to your proposed project please state so on the application along with a brief explanation of why the question or topic does not apply. The application shall be on 8 1/2" x 11" white paper and organized in the order prescribed in the following section. The application shall be bound (a 3-ring binder will be sufficient), tabbed, sequentially numbered, and contain a table of contents. Applicants should make sure to include information that relates to the guidelines described in the previous section. The City reserves the right to adjust funding levels to maximize the funds that are to be utilized in ways that best meet the program goals.

## PART ONE:

### I. EXECUTIVE SUMMARY OF PROPOSAL

This should be a concise overview of all the major components of your proposal including the amount requested and must answer the questions - what, who, why, where, when, and how including total cost and amount of request.

### II. PROJECT DESCRIPTION

- A. Project Title - Provide a brief title that describes the nature of your proposal.
- B. Purpose and Detailed Description of the Project Components
  - 1. Describe in detail the proposed project for which you are requesting funding.
  - 2. Explain your project purpose and reason why HOME funding is necessary.
  - 3. Does your proposal consist of land and/or housing acquisition, construction of new housing, rehabilitation of existing housing, or a combination of these?
  - 4. If this activity is part of a larger project, describe the entire project and how this activity fits in with the larger project.
  - 5. Please provide any information concerning whether your proposed project will be competing with existing services from other organizations. Identify those organizations and describe the potential overlap.
  - 6. In terms of numbers, is there a long waiting list for similar programs and activities offered at the nearest existing facility (within Metropolitan Bakersfield)? If so, what are the numbers?
  - 7. Describe which goal and objective your project application will address in the City's Consolidated Plan. The Consolidated Plan may be found on the City of Bakersfield website at [www.bakersfieldcity.us](http://www.bakersfieldcity.us). Once you access the City of Bakersfield homepage, select "Departments" > "Economic & Community Development" > "Resources" > "Reports and Plans."

C. Site Control

1. Please indicate if you have title to the project property or control of the site. If your answer is yes, please provide documentation (site control may be a long-term lease covering the useful life of improvements or purchase options). If you do not have title to the property, please explain (e.g., who currently owns the site, is the seller willing to take an option, etc.). Lack of reasonable site control for an improvement project will make an application ineligible for funding.
2. Please explain if all utilities and infrastructure are provided.
3. Identify the square footage of the site.
5. State the site location by address, Assessor's Parcel Number (APN), site dimensions and number of parcels. State the owner's name, address and telephone number. Attach sketches and site plans (if applicable) of all proposed improvements (include street addresses).
6. If a narrative appraisal has been completed, please attach it as documentation.

D. Property Information - Please identify each site for which proposed HOME funding would be used and provide the following information:

1. State the current zoning of the project site, and any development approvals (i.e., Conditional Use Permit, zone change, modification, etc.) that would be necessary to facilitate the proposed project.
2. If there is an existing residential or commercial structure located on the project site, indicate the number of people or businesses to be displaced.
3. Please identify the number of square feet needed (new construction, expansion or rehabilitation) for each type of facility requested.
4. List any special services to be provided to residents beyond those customarily provided to tenants, such as support services and the agency or people who will render the services.
5. Does the project involve preservation of an existing structure? If yes, does it meet seismic code, is the building listed on the National Register of Historic Places, or is the building designated as a State or local landmark or historic district by appropriate law or ordinance?
6. If the proposal includes property acquisition, a Phase I Environmental Assessment must be completed that includes data and findings that conform to the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) of 1980 and applicable ASTM (American Society for Testing and Materials) Environmental Due Diligence Standards. Please attach the Phase I Environmental Assessment if property acquisition is proposed.
7. Provide two or more pictures of proposed project site.

8. If funding is for acquisition, a certified fair market appraisal must also be submitted by applicant before approval of funding.
9. If available, please include recent (less than six months) title report for the project site.

E. Proposed New Construction

If your project consists of new construction, please describe in detail the extent of construction work to be undertaken. Include information regarding square footage, number and type of rooms, landscaping and other relevant information.

F. Proposed Rehabilitation/Expansion of Existing Facility

If your project consists of rehabilitation and/or expansion of an existing facility, please describe the extent of the rehabilitation work, additional square footage and proposed use of additional space. Include information about structural, mechanical, plumbing, electrical and other deficiencies that must be corrected as a part of the rehabilitation work. Please indicate if asbestos and/or lead based paint is present in the proposed project site and how this was determined.

G. Proposed Rental Project

If the proposed HOME project is for rental property, please submit a project pro-forma. See Appendix B for required project pro-forma data.

A. Contact Person and Information

Please include the name of a contact person for any follow-up questions regarding this application. Also, include contact information and the preferred method of contact.

### III. PROJECT COST

A. Itemized Cost Estimate

1. If construction bidding on this project has taken place, or if bidding will take place, please refer to Appendix C for a sample Bid Analysis Form that may be useful in evaluating bids.
2. Provide a detailed itemized preliminary cost estimate and include the source of the estimate and the date estimate was prepared. If the project involves construction-related costs, then cost estimates shall be certified by an architect or professional engineer and must include the total amount of HOME funds requested, and non-HOME funds committed, as well as quantities, units of measure, unit prices, extension prices, and contingencies as applicable. If the project involves funding a program, please describe in detail how estimated costs were determined.

Please note that if construction-related costs exceed the threshold established in 24 CFR 92.354, then the project must comply with Davis-Bacon prevailing wage

requirements. State of California prevailing wage requirements may also apply and applicants are responsible for understanding California prevailing wage requirements and its applicability to their proposed project. Likewise, if approved, the project may be required to comply with certain bidding requirements. A sample of a Bid Analysis Form may be found in Appendix C of this document.

3. If this activity is part of a larger project, describe the source of all funds for other elements of the total project.
- B. Other Funding - Describe what steps have been taken to secure other funding for this activity. If available, supply written responses from other funding agencies contacted.
- B. Type of Financial Assistance Requested - Describe the type of HOME assistance requested, (i.e., loan, grant, or combination) and amount of each type of assistance.
- D. Projected Operating Budget - Provide a minimum of three years cash flow analysis for the organizations total operations. The projection should highlight if the agency will be able to generate sufficient revenues to cover costs over the next three years.
- E. Proof of Current Operating Budget – Provide current operating budget and most recent end of the year (annual) performance report (i.e., persons/families served, projects completed, etc.) .

#### **IV. PROJECT BENEFIT**

- A. Provide area map(s) identifying the project location and the area boundaries to be served by the project.
- B. Describe who will benefit from this project (i.e., residents of a given area, specific age group, ethnic group, disabled persons, etc.).
- C. Describe how low- and moderate-income persons ( $\leq 80\%$  of median income) will benefit from this project and how this can be verified (see Appendix E guidelines identifying current low- and moderate-income limits).
- D. Estimate number of persons and/or households benefitting from the project.

#### **V. PROJECT TIMELINE**

Please attach a project implementation schedule outlining the anticipated start and ending dates for each applicable activity: property acquisition, facility design, construction, or installation (note: City's fiscal year starts July 1 and ends June 30).

#### **VI. PROJECT DEVELOPMENT TEAM**

Identify the key members of the project development team, including developer,

contractor, architect, and any other major consultants being used. Attach a resume or qualifications statement for each. Attach actual or proposed contracts.

## **VII. AUTHORIZATION TO APPLY**

Attach an executed resolution from your governing body (e.g., Board of Directors), authorizing application for HOME Investment Partnership Funds and appointment of representative signatory. An example of an authorizing resolution can be found in Appendix H.

## **VIII. INDEMNIFICATION AND INSURANCE**

Please review the City's standard indemnification and insurance requirements (Appendix I) for proposed HOME funded housing project, and provide documentation regarding your agency's ability to provide the required coverage.

## **IX. ALTERNATIVES CONSIDERED**

- A. Discuss the benefits of meeting organizational objectives in a way other than the proposed project, as well as the consequences of implementing other means. In other words, discuss the consequences if there is no action or your proposed project is not implemented.
- B. Identify one or more alternatives to the proposed project that were considered and rejected, (e.g., other sites considered, design modifications, other uses of the site). For each alternative, describe benefits to the human environment that would result from implementation, any adverse impacts, and the reasons for rejection.

## **X. BUSINESS PLAN**

See Appendix A for Part 2 of this application, which is your organization's Business Plan. No application is considered to be complete without the Business Plan. Any funding applications received without Business Plan will not be considered for funding.

## **SUMMARY OF REQUIRED EXHIBITS**

The application format described above lists several documents that must be submitted in support of your written proposal. For quick reference, the following exhibits need to be included in your application. Depending on whether you are proposing a program or construction-related project, some exhibits may not apply.

1. Proof of Site Control/Ownership (see II.C.1)
2. Sketches and/or Site Plans (see II.C.4)
3. Phase I Environmental Assessment (see II.D.6)
4. Site Photos – minimum of 2 (see II.D.7)

5. Property Appraisal (see II.D.8)
6. Recent Title Report (see II.D.9)
7. Rental Property Pro-forma (see II.G and Appendix B)
8. Certified Project Cost Estimate (see III.B)
9. Three-year Cash Flow Analysis (see III.D)
10. Vicinity Maps – depicting the project location and service area boundaries (see IV.A)
11. Project Implementation Schedule (see V)
12. Resumes and Qualification Statements for the Project Development Team (see VI)
13. Actual or Proposed Contracts (see VI)
14. Authorizing Resolution for Application (see VII and Appendix H)
15. Proof of Ability to Comply with Indemnification and Insurance Requirements (see VIII and Appendix I)
16. Business Plan (see X and Appendix A)
17. CHDO Statement of Qualifications (if applicable, see page III-9)

# STATEMENT OF QUALIFICATIONS FOR NON-PROFITS AND COMMUNITY HOUSING DEVELOPMENT ORGANIZATIONS (CHDO)

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Organizations that wish to be considered for a **CHDO** designation, or be considered an **eligible non-profit**, must provide the following "evidence" with their application as indicated below when submitting this statement.

This statement of qualifications has been designed as a tool for non-profit organizations to use to determine if they meet the HUD definition of a CHDO, have technical capacity to implement a federally funded project, and evidence of timely and satisfactory project management of HOME funded projects. Although any qualified non-profit may receive Home Investment Partnership Program (HOME) funds, only a CHDO may receive "set-aside" monies. In order to determine your organization's status (i.e., non-profit only or non-profit and CHDO) please complete the following sections (note: non-profit applicants need to complete the section preceding section I and section I; CHDO applicants need to complete all sections):

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

## I. LEGAL STATUS - ALL NON-PROFIT ORGANIZATIONS

- A. The non-profit organization is organized under state or local laws, as evidenced by:
- a Charter, or
  - Articles of Incorporation
- B. No part of its net earnings can be of benefit to any member, founder, contributor or individual, as evidenced by:
- a Charter, or
  - Articles of Incorporation
- C. The organization has a tax exempt ruling from the Internal Revenue Service (IRS) under Section 501(c) (3) of the Internal Revenue Code of 1986, as evidenced by:
- a 501(c) (3) Certificate from the IRS.
- D. The organization conforms to the financial accountability standards of Attachment F of OMB Circular A-110, "Standards for Financial Management Systems", (Appendix

L) as evidenced by (chose one):

- a notarized statement by the president, or chief financial officer of the organization;
- a certification from a Certified Public Accountant, or
- a HUD approved audit summary.

E. All litigation to which the organization is a party or any director of the organization in his/her capacity as a director is a party must be disclosed. Certify to one of the following statements:

- I certify that neither the organization nor any of its directors in his or her capacity as a director is involved in any litigation, or
- Attached is a list of all litigation to which the organization or any of its directors is a party. I certify that this is a complete listing of such litigation.

If all the aforementioned requirements have been met and sufficient documentation provided, your organization may be considered a non-profit organization. If your organization wishes to be considered a CHDO, you must meet all requirements listed in Sections II - IV. If your organization only meets the above qualifications and only wishes to be considered a non-profit organization, you may stop here, sign on page III-12, and submit the Statement of Qualifications with the appropriate documentation.

## II. CAPACITY – CHDO’S

A. Has among its purposes the provision of decent housing that is affordable to low- and moderate-income people, as evidenced by a statement in the organization's (chose one):

- Charter
- Articles of Incorporation
- By-laws, or
- Resolutions

B. Has a demonstrated capacity for satisfactorily carrying out activities assisted with HOME funds, as evidenced by:

- resumes and/or statements of paid staff that describe the experience of key staff with demonstrated development experience with projects similar to those to be assisted with HOME funds (**note: staff must be paid by the organization and cannot be volunteers or staff donated by another organization**), or
- contract(s) with consultant firms or individuals who have housing experience similar to projects to be assisted with HOME funds, to train appropriate key staff of the organization (**note: this provision may only be used the first year a CHDO is certified**).
- provide the city with a letter of recommendation or project performance report from a HUD entitlement jurisdiction or agency concerning previously funded HOME projects, and the CHDO's satisfactory performance regarding timely implementation and management of quality control issues.

C. Has a history of serving the community where housing to be assisted with HOME funds will be used as evidenced by:

a statement that documents at least one year of experience in serving the community, or

for newly created organizations formed by local churches, service or community organizations, a statement that documents that its parent organization has at least one year of experience in serving the community.

NOTE: The CHDO, or its parent organization, must be able to show one year of serving the community from the date the participating jurisdiction provides HOME funds to the organization. In the statement, the organization must describe its history (or its parent organization's history) of serving the community by describing activities which it provided, such as, developing new housing, rehabilitating existing stock and managing housing stock, or delivering non-housing services that have had lasting benefits for the community, such as counseling, food relief, or childcare facilities. The statement must be signed by the president of the organization or by a HUD approved representative.

### III. ORGANIZATIONAL STRUCTURE – CHDO'S

A. Maintains at least one-third of its governing board's membership for residents of low- and moderate-income neighborhoods, other low- and moderate-income community residents, or elected representatives of low- and moderate-income neighborhood organizations as evidenced by the organization's (chose one):

By-laws

Charter, or

Articles of Incorporation

NOTE: Under the HOME program, for urban areas, the term "community" is defined as one or several neighborhoods, a city, county, or metropolitan area. For rural areas, "community" is defined as one of several neighborhoods, a town, village, county, or multi-county area (but not a whole state), provided that the governing board contains low- and moderate-income residents from each of the multi-county areas.

B. Establishes a defined geographical boundary of service (a city, a county, or combination) that can be reflected in a user friendly map.

City of Bakersfield boundary map

County of Kern boundary map

Other (please attach a map with east, west, north, and south boundaries. Note: A CHDO is ineligible if its boundaries are state-wide.

- C. Provides a formal process for low- and moderate-income program beneficiaries to advise the organization in all of its decisions regarding design, development and management of all HOME-assisted affordable housing projects, as evidenced by (chose one):
- the organization's By-laws,
  - Resolutions, or
  - a written statement of operating procedures approved by the governing body
- D. A CHDO may be chartered by state or local government; however, state or local government may not appoint: 1) more than one-third of the organization's governing body; 2) the board members appointed by the state or local government may not, in turn, appoint the remaining two-thirds of the board members; and 3) no more than one-third of the governing board members are public officials, as evidenced by the organization's (chose one):
- By-laws
  - Charter, or
  - Articles of Incorporation
- E. If the CHDO is sponsored or created by a for-profit entity, the for-profit entity may not appoint more than one-third of the membership of the CHDO's governing body, and the board members appointed by the for-profit may not, in turn, appoint the remaining two-thirds of the board members, as evidenced by the CHDO's (chose one):
- By-Laws
  - Charter, or
  - Articles of Incorporation
- F. Provide resumes for each CHDO board member. Indicate if the board member is a low- and moderate-income representative and/or resident of a low- and moderate-income area.

#### IV. RELATIONSHIP WITH FOR-PROFIT ENTITIES - CHDOs

- A. Is not controlled, nor receives directions from individuals, or entities seeking profit from the organization, as evidenced by:
- organization's By-laws, or
  - Memorandum of Understanding (MOU)
- B. A CHDO may be sponsored or created by a for-profit entity, however:
- 1) the for-profit entity's primary purpose does not include the development or management of housing, as evidenced:
    - by the for-profit organization's By-laws and;
  - 2) the CHDO officers and employees of the creator for-profit entity do not serve as officers or employees of the CHDO, as evidenced:
    - by the for-profit organization's By-laws and;

3) the CHDO is free to contract for goods and services from vendor(s) of its own choosing, as evidenced in the CHDO's (chose one):

- By-laws
- Charter, or
- Articles of Incorporation

**CERTIFICATION – CHDOS/NON-PROFIT ORGANIZATIONS**

As an authorized representative of this organization, I certify that the information contained herein and attached hereto is true and correct to the best of my knowledge. I realize that if I make false statements or withhold information I may be denied assistance and/or may be prosecuted for fraud.

\_\_\_\_\_  
Name (typed or printed)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# EMERGENCY SOLUTIONS GRANT PROGRAM (ESG)

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The Emergency Solution Grant program is federally funded through the U.S. Department of Housing and Urban Development (HUD). The purpose of the program is to help:

- o engage homeless individuals and families living on the street;
- o improve the number and quality of emergency shelters for homeless individuals and families;
- o help operate these shelters;
- o provide essential services to shelter residents;
- o rapidly re-house homeless individuals and families; and
- o prevent families and individuals from becoming homeless.

## WHO MAY APPLY

All private non-profit organizations, 501(c)(3) corporations, are eligible to apply for funding.

Any entity receiving ESG funding must be an active member in the Continuum of Care (the Kern County Homeless Collaborative), and registered in the HMIS system.

## ELIGIBLE ACTIVITIES

- A. Renovation: major rehabilitation or conversion of buildings for use as emergency shelters for the homeless. This may or may not include overnight sleeping. If funds are used for this purpose, the facility must be used for the homeless for not less than 10 years.
- B. Emergency Shelter or Street Outreach
  - 1. Operational costs: payment of maintenance, insurance, utilities or staff time to carry out operational work.
  - 2. Essential services: a new service or a quantifiable increase in the level of service previously provided.
- D. Homeless prevention: development and implementation of homeless prevention activities.
- E. Re-housing: provision of services to re-establish housing for homeless persons.

## INELIGIBLE ACTIVITIES

- A. Acquisition of property.
- B. New construction.

- C. Incidental costs related to rehabilitation, such as the preparation of work specifications, loan processing, or inspections.
- D. Payment of administrative staff. The City has chosen to retain 7.5 percent of the ESG grant allowable under federal regulations to offset program administration costs.

## **MATCHING REQUIREMENTS**

**All funds** allocated must be matched with an equal amount of funds from another source(s). The match may be monetary or in the form of in-kind contributions such as donated material, value of a lease or volunteer services computed at \$10.00 per hour. These funds must be available after the contract date and approval of the grant award by City Council. Funds used to match a previous ESG grant may not be used to match a subsequent grant award. Payment of ESG funds to grantees will be processed only with proof of an equal amount of match expenditure, and proof of payment for services provided.

## **FUNDING RESTRICTIONS**

- A. no less than 30% may be used for the provision of essential services;
- B. the City must allocate no less than 40% of total ESG dollars for homeless prevention and/or rapid rehousing activities;
- C. no more than 10% may be used for staff cost related to operations (staff costs for security and maintenance are not a part of this limitation).

## **FEDERAL REQUIREMENTS**

- A. The project must meet ESG and other federal requirements, including environmental regulations.
- B. Consolidated Plan Consistency - the activities proposed must be consistent with the City's Consolidated Plan. If the applicant's proposed activities are within the County of Kern's jurisdiction, those activities must be consistent with its Consolidated Plan.
- C. Participation in the area Continuum of Care.
- D. Registered and participating in HMIS data tracking.
- E. Shelter Operation projects must complete a Habitability Checklist

## **MONITORING**

Any applicant approved for CDBG funding will be monitored annually for a 5 year period following the completion of the project to ensure ongoing compliance with program requirements.

## **TIME LIMIT**

The City must encumber funds within six months from the start of the Fiscal Year, (City's Fiscal Year is from July 1 to June 30). All ESG funds must be expended within 24 months of the City/HUD agreement. Each successful applicant will be allowed to spend its allocation within 12 months of the date of the City/Applicant agreement. If funds are not spent within that time, the City will determine whether to extend the agreement or seek other ways to utilize the funds. Agencies that do not expend ESG funds in a timely manner will be determined to be non-responsive which could jeopardize future ESG allocations.

# APPLICATION INFORMATION FOR EMERGENCY SOLUTIONS GRANT (ESG) FUNDS

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In order to apply for ESG funds, please submit a narrative that includes the following information and associated material. If a question or topic is not applicable to your proposed project please state so on the application along with a brief explanation of why the question or topic does not apply. The application shall be on 8 1/2" x 11" white paper and organized in the order prescribed in the following section. The original application shall be bound (a 3-ring binder is sufficient), tabbed, sequentially numbered, and contain a table of contents. Applicants should make sure to include information that relates to the guidelines described in the previous section. The City reserves the right to adjust funding levels to maximize the funds that are to be utilized in ways that best meet the program goals.

## PART ONE:

### I. EXECUTIVE SUMMARY OF PROPOSAL

This should be a concise overview of all the major components of your proposal including the amount requested and must answer the questions-what, who, why, where, when, and how including total cost and amount of request.

### II. PROJECT DESCRIPTION

- A. Project Title - Provide a brief title that describes the nature of your proposal.
- B. Purpose and Detailed Description of the Project Components
  - 1. Describe in detail the activity(ies) the applicant proposes to carry out utilizing ESG funds, and the budget for each activity.
  - 2. Discuss under which eligible criteria the activity(ies) falls (Shelter, Outreach, Rapid Rehousing, Homeless Prevention, or HMIS).
  - 3. Estimate the amount of persons/households served through the project for the year.
  - 4. Discuss how the applicant proposes to document the progress of the activity(ies) and measure the success (or failure) of the activity(ies) over the term of the agreement.
- C. Nature and Level of Service - Document to whatever extent possible the nature and level of service of unmet homeless needs which will be addressed by the proposed activity(ies) and how the activity is an expansion of an existing activity or whether it is a new activity. The focus of proposed activities should be on unmet needs of the homeless population.
- D. Jurisdictional Certification

1. For activities outside the city limits of Bakersfield, provide a certification from the County of Kern regarding consistency with the County's Consolidated Plan. For activities in the jurisdiction of the City's Consolidated Plan, the City Economic and Community Development Department will make a determination of consistency. The City will give preference to applications which propose to meet needs within the jurisdiction of the City's Consolidated Plan.
  2. State the extent to which the proposed activities will meet needs within the jurisdiction of the City's Consolidated Plan.
- E. Proposed Rehabilitation/ Expansion of Existing Facility - For a facility rehabilitation project, the applicant must state its willingness and ability to operate the structure for the homeless for a minimum of ten years. If the applicant will utilize ESG funds through contractors, provide information on the contractors. State whether an environmental review has been conducted for the project site, and describe the level of review.
- F. Describe the organization's activities to affirmatively market programs to persons of Limited English Proficiency and under-represented races/ethnicities.
- G. Contact Person and Information  
Please provide the name of a contact person for any questions related to this application. Also include contact information and the preferred method of contact.

### III. PROJECT COST

- A. Funds Requested - State the amount of ESG funds requested. In the case that funds will be used for more than one activity, *provide an estimate of the funds that will be used for each activity.*
- B. Other Funding - Provide information on the source(s) and amount(s) of matching funds or in-kind contribution. Indicate when the match is expected to be available and, in the case of volunteer time, the source of volunteers.
- C. Spending Schedule - Provide a schedule for the spending of the ESG funds and matching funds.

### IV PROJECT BENEFIT

- A. Discuss the project benefit and to what extent the proposed activities will help homeless people achieve a stable long term situation.
- B. Explain the applicant's definition of long term stability.
- C. Explain the projected performance based on City of Bakersfield ESG performance standards (See Attachment U-City of Bakersfield ESG Performance Standards).
- D. Explain how the applicant will document that such stability has been achieved for a particular period of time. If the use of ESG funds is not intended to meet this

objective, please explain.

## **V. APPLICANT INFORMATION**

- A. State the mission of the organization.
- B. Provide a management and staffing plan as well as an organization chart.
- C. Discuss current and past agency experience as well as staff experience with federal, state and other funding programs which would provide an assurance that funds will be spent in accordance with federal regulations and City requirements.
- D. Describe the agency's experience in operating and managing programs to assist the homeless. The City will consider such things as the ongoing programs of the applicant, the past experience of the applicant in providing the same or similar activities, and past experiences in serving the homeless populations proposed to be served in the application.
- E. The organization's status with the Continuum of Care (Kern County Homeless Collaborative), registration/participation in the Kern County HMIS program.

## **VI. AUTHORIZATION TO APPLY**

- A. Private Non-Profit Status - Provide documentation of the applicant's 501(c)(3) status.
- B. Budgetary Information and Performance Report - Provide prior and current year budgets and the most recent end-of-the-year performance report (i.e., persons/families served, projects completed, etc).
- C. Audits - Provide a copy of the most recent independent audit conducted by a certified public accountant. If there were any findings or exceptions, please explain.
- D. Authorized Signature - Attach an executed resolution from your governing body (e.g., Board of Directors), authorizing application for ESG funds and appointment of representative signatory. An example of an authorizing resolution can be found in Appendix H.

## **VII. BUSINESS PLAN**

See Appendix A for Part 2 of this application, which is your organization's Business Plan. No application is considered to be complete without the Business Plan. Any funding applications received without Business Plan will not be considered for funding.

## SUMMARY OF REQUIRED EXHIBITS

The application format described above lists several documents that must be submitted in support of your written proposal. For quick reference, the following exhibits need to be included in your application. Depending on whether you are proposing a program or construction-related project, some exhibits may not apply.

1. Certification from County of Kern Regarding Consistency with the Consolidated Plan (only required if the proposed project is outside the Bakersfield city limits) (see II.D.1)
2. Project Spending Schedule (see III.C)
3. Project and Current Year Budgets (see VI.B)
4. Recent End-of-the-year Performance Report (VI.B)
5. Recent Independent Audit Conducted by a CPA (VI.C)
6. Authorizing Resolution for Application (see VI.D and Appendix H)
7. Business Plan (see VII and Appendix A)
8. Language Access Analysis (Appendix Q)

# APPENDICES

## **Appendix A Business Plan**

To assist City staff in evaluating your proposal, all applicants must provide a plan that reflects all of the details of their business activities (e.g. services you provide, the market you serve, your organizations management team, your financial situation, and a risk analysis). This Appendix is to be used as a guide.

### A. Mission Statement

1. The plan should provide the organization's statement of purpose (mission statement) and an executive summary of the service or product to be provided.

### B. Evaluate the Market

1. Numbers: market size (how many people), geographical area served, trends, demographics.
2. Client preferences and characteristics.
3. Location considerations.
4. Pricing considerations (if applicable).
5. Special characteristics of your market.
6. Big picture issues that impact your market.
7. Demand for your services or products, etc.

### B. Competitor Analysis

1. What organizations provide the same service as your organization?
2. How do you differ from those organizations?
3. How do you compare in delivery of services?

### C. Organizational Plan

1. Legal Structure (provide a complete description of your legal structure)
  - a. Is your organization a nonprofit or for profit entity?
  - b. Does your status allow your organization to perform the activities it proposes to do?
2. Organizational Structure
  - a. How are board members selected?
  - b. Do board members serve for unlimited terms?
  - c. Do community members have a voice in the selection of board members?
  - d. Who are the board members (list positions and descriptions)?
  - e. What are the roles of the board members, committees, advisory boards and management staff?
  - f. Who is the Executive Director?
  - g. Who makes key administrative decisions for the organization?
  - h. Who are the organization's advisors? Does the organization have an administrative procedures handbook? If so, when was it approved?
  - i. Give summary of sites and facilities owned/operated by the organization.

### D. Financial Plan

1. Projected operating budget (funds used to pay for the day to day, ongoing costs of the organization such as payroll, supplies, rent, etc.).
2. Projected start-up budget (if applicable; an estimate of all costs required in the start up of a new business venture, as opposed to operating the activities on a day to day basis).
3. Projected capital budget (funds to be used to finance a construction project, etc.). See Appendix N.

#### E. Marketing/Fund Raising Strategy

1. Image Goals (describe the way you want your clients and the outside world to view your organization).
2. Fund Raising Goals (state the amount of resources in dollars your organization needs to provide its services; describe the activities your organization will implement to raise any funds needed).
3. Funding sources your organization currently accesses or will access to provide operational dollars.

#### F. Risk Analysis

1. What could go wrong with the organization's implementation of services?
2. What is your contingency plan in the event something goes wrong?

#### G. Additional Information - Provide a brief narrative regarding each of the following as they relate to your organization.

1. Past experience in operating and managing the programs proposed for the project site.
2. Past experience in providing services for low- and moderate-income persons and/or persons presumed to be low to moderate (i.e. homeless, disabled, etc.).
3. How your organization will assure that your services to be provided for the proposed project will remain non-religious and non-political.
4. Has your organization ever brought suit against the City or another party or government entity? If yes, please explain.
5. Is your organization currently pursuing or involved in litigation? If yes, please explain.
6. Attach a copy of your organization's strategic plan over the next two to five years.

#### H. Appendices

1. Resumes of Key Personnel (Chairman or President of the Board, Executive Director, Operations Manager, Service Coordinator, etc.)
2. Job Descriptions of Key Personnel (from #1)
3. Organization's Financial Reports for last three years
4. Letters of Support (no more than three)
5. Articles of Incorporation
6. By Laws
7. Tax Exemption Certificate (if applicable)
8. Current budget
9. If you are applying as a non-profit entity, please attach a copy of your most recent Form 990.

Note: This Business Plan is Part Two of the funding application and must be submitted with Part One. Applications not submitted with this plan are incomplete and will not be considered for funding. The funding application is not complete if all appendices listed above are not included or addressed. Also, the applicant's Business Plan must contain a **table of contents**.

**Appendix B**  
**RENTAL OR OWNERSHIP HOUSING PROJECT**

Please provide the following information with your HOME Project Application:

- A. Project Development Costs - basic cost assumptions used to analyze the project, broken down into three components: land costs, direct construction costs, and indirect construction costs. The indirect costs should include soft and transaction costs and project financing assumptions, including the loan amount, equity contribution, assumed interest rates and return on equity requirements. The project cost statement (development budget) should be thorough and complete.
- B. Feasibility Analysis - tests the project economics assuming no income restrictions are applied. The analysis of an all market rate project is performed to evaluate whether the project is financially feasible, and to quantify any economic shortfall, i.e., the feasibility gap. The results of this analysis are used to establish a baseline against which the impact created by the imposition of income restrictions will be measured.
- C. Rent Schedule - the proposed project's unit mix, assuming the units are rented without income restrictions. Information regarding the number of bedrooms/bathrooms, followed by the unit square footage, the number of units of each type, and the assumed average market rent for each type of unit should be provided.
- D. Estimated Net Income - calculates the gross rental income and the resulting net operating income generated by the market rate project. The number of units in each unit type and the market rent, supplemented with any miscellaneous/laundry income should be identified. The gross income is reduced by a vacancy/bad debt allowance and annual operating expenses, in arriving at net operating income.
- E. Feasibility Gap Analysis - Based on the net operating income determined in the estimated net income, the warranted investment is calculated to determine the supportable project value. The warranted investment is comprised of the level of debt and equity supportable by the project income. If the development costs associated with acquiring the land and building the project are greater than the total warranted investment, a feasibility gap exists.
- F. Income Restricted Operating Pro Forma Analysis - tests the economics of the project if all or a portion of the units are restricted to very low, low or moderate income households. To quantify the impact associated with setting aside the units for income restricted households, pro forma analysis must be conducted. The applicant must furnish a pro forma (project income and expense statement) which includes achievable rent levels, market vacancies and operating expenses and also specify the consequences of tax benefits, if any, and any other assumptions used in calculating the project cash flow to determine the reasonableness of the rate of return on the equity investment. The pro forma should represent, at a minimum, the term of the HOME affordability requirements but longer if applicable (e.g. if HOME funded 20 years for low- and moderate-income housing that is new construction or acquisition). Note – N/A for ownership housing projects. The pro forma income and expense schedule should be thorough and complete.
- G. Rent Schedule - the rental schedule for an affordable multi-family project. The unit type, followed by the square footage of that unit type, the number of units of that type, and the assumed average market rent should be completed. The affordable rents are identified on the application form, and have been calculated based on the 2009 Bakersfield household income figures or later provided by HUD. Affordable rents are defined as the rent level that requires the household to allocate no more than 30% of their gross income to housing related expenses, taking into account monthly utility expenses. Note – N/A for ownership housing projects.

- H. Estimated Net Income - the rental income for the affordable project by each unit type, with rents priced at market, low- and moderate-income and very low-income. The rental income is supplemented with any miscellaneous/laundry income. The gross income is reduced by a vacancy/bad debt allowance and annual operating expenses, to arrive at net operating income.
- I. Sources and Uses Statement – a summary of the costs planned for the total project and the sources of revenue to cover these costs.
- J. Affordability Gap Analysis - Based on the net operating income calculated for the income restricted project, the warranted investment is calculated to determine the supportable project value. The warranted investment is comprised of the level of debt and equity supportable by the affordable project income, in addition to any proceeds generated from the syndication of a Low Income Housing Tax Credit housing project. To determine the affordability gap, it is necessary to subtract the warranted investment in the income restricted project from the warranted investment in the market rate project. Any City of Bakersfield assistance funds would only be applied to the affordability gap. Note – N/A for ownership housing project.
- K. Target Audience – identify in detail the low income target population your proposed project will be serving and the estimated (current) demand for your housing product in light of the current supply of affordable housing.

## Appendix C

### CITY OF BAKERSFIELD COMMUNITY DEVELOPMENT DEPARTMENT SAMPLE BID ANALYSIS FORM

Agency Contract # \_\_\_\_\_

Project Name: \_\_\_\_\_

Total Budget: \_\_\_\_\_

Bid Opening Date: _____	BID Location: _____	Company Name _____
Time of Opening: _____		Street Address _____
Advertisement Date: _____		Bakersfield, CA 933XX
# of Bids Received: _____		
Apparent Low Bidder: _____		
Bid Amount: \$ _____	Engineer's Estimate	\$ _____

Item List:	Yes	No	
Prepared in ink	<input type="checkbox"/>	<input type="checkbox"/>	
Unit prices reasonable	<input type="checkbox"/>	<input type="checkbox"/>	
Extension prices correct	<input type="checkbox"/>	<input type="checkbox"/>	
Total bid amount correct	<input type="checkbox"/>	<input type="checkbox"/>	
Bid appears balanced	<input type="checkbox"/>	<input type="checkbox"/>	
Bid amount reasonable	<input type="checkbox"/>	<input type="checkbox"/>	_____ % of Engineer's Estimate
Comments: _____			

MBE/WBE Status:	Yes	No	N/A	
All listed MBE/WBE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project MBE/WBE goal _____ %
Proper credit taken	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bid achievement _____ %
Listed as subcontractors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MBE/WBE goal attained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Good faith effort made	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Comments: _____				

Section 3 Status (if construction contract exceeds \$100,000):

	Yes	No	N/A	
All listed contractors certified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project goal (contractors) _____ %
All listed subcontractors certified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bid Achievement (contractors) _____ %
Section 3 goal (contractor) obtained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project goal (employees) _____ %
Section 3 goal (employee) obtained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bid achievement (employees) _____ %
Greatest extent feasible made	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Bid amount reasonable

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Comments:

---

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Curable Minor Defects? If yes, please explain:

---

Bid Recommendation:

---

Prepared By:

---

Supervisor Review

By:

---

Title:

---

Date:

---

Date:

---

Accept or Reject:

---

## Appendix D

### Home Rent Limits and Maximum Per-Unit Subsidy

HOME MAXIMUM PROGRAM RENTS*					
PROGRAM	EFFICIENCY	1 BDRM.	2 BDRM.	3 BDRM.	4 BDRM.
<b>Bakersfield, CA.</b>					
Low HOME rent limit	\$525	\$562	\$675	\$778	\$868
High HOME rent limit	\$672	\$695	\$904	\$1,065	\$1,169
Fair Market rent	\$672	\$695	\$904	\$1,303	\$1,550

\*As of 06/2018

<b>E. HOME MAXIMUM PER-UNIT SUBSIDY**</b>	
<b>F. Bedrooms</b>	<b>G. HOME Maximum Subsidy</b>
H. 0	I. \$147,074
J. 1	K. \$168,600
L. 2	M. \$205,502
N. 3	O. \$265,229
P. 4+	Q. \$291,114

\*\*As of 06/2018

## Appendix E

### CURRENT LOW- AND MODERATE-INCOME GUIDELINES FOR CDBG, HOME AND ESG

Families whose annual incomes are equal to or less than those listed below are determined to be low- and moderate-income families (accessed 08/27/2018):

Bakersfield, CA MSA (Median Income: \$58,700)

<b>Number of Persons in Family</b>	<b>30% Median</b>	<b>50% Median</b>	<b>80% Median</b>
1	\$12,550	\$20,900	<b>\$33,450</b>
2	\$14,350	\$23,900	<b>\$38,200</b>
3	\$16,150	\$26,900	<b>\$43,000</b>
4	\$17,900	\$29,850	<b>\$47,750</b>
5	\$19,350	\$32,250	<b>\$51,600</b>
6	\$20,800	\$34,650	<b>\$55,400</b>
7	\$22,200	\$37,050	<b>\$59,250</b>
8	\$23,650	\$39,450	<b>\$63,050</b>

The following client groups are generally presumed by HUD to be principally low/mod income persons: abused children, elderly persons, battered spouses, homeless persons, adults meeting Bureau of Census definition of severely disabled persons\*, illiterate adults, persons living with AIDS, and migrant farm workers.

\*Persons are considered severely disabled if they meet the following criteria:

1. Use a wheelchair or another special aid for six months or longer;
2. Are unable to perform one or more functional activities (seeing, hearing, having one's speech understood, lifting and carrying, walking up a flight of stairs and walking), needing assistance with activities of daily living (getting around inside the home, getting in or out of bed or a chair, bathing, dressing, eating and toileting) or instrumental activities or daily living (going outside the home, keeping track of money or bills, preparing meals, doing light housework and using the telephone);
3. Are prevented from working at a job or doing housework;
4. Have a selected condition including autism, cerebral palsy, Alzheimer's disease, senility or dementia, or mental retardation;
5. Are under 65 years of age and are covered by Medicare or receive Supplemental Security Income (SSI).

## Appendix F

**Low- and Moderate-Income  
Qualification Form**  
(based on income status)

Applicant's name (please print): \_\_\_\_\_  
(First (Middle) (Last)  
)

Social Security Number: \_\_\_\_\_ # of persons in family: \_\_\_\_\_

NOTE: Applicant must be at least 18 years of age or emancipated minor.

---

(area below is to be completed by interviewer)

1  **This applicant is a qualified low income household based upon the following criteria** (check one):

the applicant's sole income is assistance from government programs, such as AFDC or Food Stamps.

*>>Attach evidence of such assistance<<*

the applicant has provided self-certification of family income with signature.

*>>Attach completed Income Self-Certification<<*

2  **This applicant is not a low income qualified household** (note: if applicant's family income is greater than 80% of median as identified in the attached *Income Self-Certification*, the applicant is not low income).

Interviewer's signature: \_\_\_\_\_

Today's date: \_\_\_\_\_

---

(area below to be completed by public/non-profit agency)

This person was interested in using the facility at \_\_\_\_\_

Demographics:

A. Female Head of Household?  Yes  No

B. What is the ethnicity of the family? \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_

## Appendix G

### Income Self-Certification

Applicant's name (please print): \_\_\_\_\_  
First Middle Last

My current yearly family income is equal to or less than the income level I have indicated below for my family size. I understand this information is subject to verification by authorized officials.

#### Instructions:

1. Find the number of persons in your family on the chart below.
2. Circle this number.
3. Next to this number are dollar ranges. Circle the one which includes your family income. \*

1. Sign and date this form below.

Number of Persons in Family	30% Median	50% Median	80% Median
1	\$12,550	\$20,900	\$33,450
2	\$14,350	\$23,900	\$38,200
3	\$16,150	\$26,900	\$43,000
4	\$17,900	\$29,850	\$47,750
5	\$19,350	\$32,250	\$51,600
6	\$20,800	\$34,650	\$55,400
7	\$22,200	\$37,050	\$59,250
8	\$23,650	\$39,450	\$63,050

\* As of 06/01/2018

I affirm under penalty of perjury that this income self-certification is true and correct to the best of my knowledge.

Signature of applicant: \_\_\_\_\_

Print applicant's name: \_\_\_\_\_ Today's date: \_\_\_\_\_

## Appendix H

### Sample Resolutions

In order to apply for the funding programs listed in this handbook, the City of Bakersfield requires that organizations having a governing body (such as a Board of Directors) submit an approved resolution with the application packet, stating that the governing body has knowledge of and authorizes the application. Therefore, to assist you in this process, a sample resolution authorizing application for City funding can be found below in Sample #1.

Likewise, if the City of Bakersfield approves the proposed project, the next step is an agreement for the funding between the applying organization and the City of Bakersfield. Depending on your organization's by-laws, your governing body may also need to approve execution of that agreement. Thus, an example of a resolution to accept funds and approve an agreement can be found in Sample #2. This resolution is not required at the time the application is submitted.

#### Sample Resolution #1 Language

Authorization to Apply for City Funding (*required to be submitted with application*)

#### Resolution

The Board of Directors of XYZ NONPROFIT, owners of the GENERIC at 123 MAIN STREET, met on FEBRUARY 28, xxxx, in Bakersfield, California at a scheduled Board meeting and resolved as follows:

**RESOLVED**, XYZ NONPROFIT, a California non-profit organization, hereby requests the City of Bakersfield to provide financial assistance in the total amount of (*funding amount requested*) for (*Purpose of financial assistance requested*).

**FURTHER RESOLVED**, the President or the President's designee XYZ NONPROFIT, is hereby authorized to request this course of action by completing any and all application documents for submittal to the City of Bakersfield on behalf of XYZ NONPROFIT.

**APPROVED**, by a majority vote of the Directors of XYZ NONPROFIT, this \_\_\_\_\_ day of \_\_\_\_\_, 200x.

\_\_\_\_\_

Name

Title

#### Sample Resolution #2 Language

Execution of Agreement and Acceptance of Funds and Obligations

#### Resolution

The Board of Directors of XYZ NONPROFIT, owners of the GENERIC at 123 MAIN STREET, met on FEBRUARY 30, XXXX, in Bakersfield, California at a scheduled Board meeting and resolved as follows:

**RESOLVED**, XYZ NONPROFIT, a California non-profit organization, hereby accepts the

financial assistance from City of Bakersfield in the amount of \$xxx,xxx, and the obligations that accompany said funds, to (*Purpose of financial assistance*).

**FURTHER RESOLVED**, the President of XYZ NONPROFIT, is hereby authorized to execute any and all legal documents on behalf of XYZ NONPROFIT required to secure said financial from the City of Bakersfield.

**APPROVED**, by a majority vote of the Directors of XYZ NONPROFIT, this \_\_\_\_\_ day of \_\_\_\_\_, XXXX.

\_\_\_\_\_

Name

Title

## Appendix I

### INDEMNIFICATION AND INSURANCE

---

#### TENTATIVE LANGUAGE FOR PROJECT AGREEMENT

The (name of subrecipient) shall indemnify, defend, and hold harmless HUD, CITY, its officers, agents, and employees against any and all liability, claims, actions, causes of action or demands whatsoever against them, or any of them, before administrative or judicial tribunals of any kind whatsoever, arising out of, connected with, or caused by (name of subrecipient), (name of subrecipient)'s employees, agents, independent contractors, companies, or subcontractors in the performance of, or in any way arising from, the terms and provisions of this Agreement whether or not caused in part by a party indemnified hereunder, except for CITY's sole active negligence or willful misconduct.

In addition to any other insurance or bond required under this Agreement, the (name of subrecipient) shall procure and maintain for the duration of this Agreement the following types and limits of insurance ("basic insurance requirements" herein):

**Automobile liability insurance**, providing coverage on an occurrence basis for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than One Million Dollars (\$1,000,000) per occurrence; and the policy shall:

1. Provide coverage for owned, non-owned and hired autos.

**Broad form commercial general liability insurance**, unless otherwise approved by the CITY's Risk Manager, providing coverage on an occurrence basis for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than One Million Dollars (\$1,000,000) per occurrence; and the policy shall:

1. Provide contractual liability coverage for the terms of this Agreement.
2. Contain an additional insured endorsement in favor of the HUD, CITY, its mayor, council, officers, agents, employees and designated volunteers.

**Workers' compensation insurance** with statutory limits and employer's liability insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence; and the policy shall contain a waiver of subrogation in favor of HUD, the CITY, its mayor, council, officers, agents, employees and designated volunteers.

Except for professional liability, all policies required of the (subrecipient) shall be primary insurance as to HUD, the CITY, its mayor, council, officers, agents, employees, or designated volunteers and any insurance or self-insurance maintained by the CITY, its mayor, council, officers, agents, employees, and designated volunteers shall be excess of the (subrecipient's) insurance and shall not contribute with it.

Except for workers' compensation, insurance is to be placed with insurers with a Bests' rating as approved by CITY's Risk Manager, but in no event less than Bests' A-VIII. Any deductibles, self-insured retentions or insurance in lesser amounts, or lack of certain types of insurance otherwise required by this Agreement, or insurance rated below Bests' A-VIII, must be declared prior to execution of this Agreement and approved by the CITY in writing.

Unless otherwise approved by CITY's Risk Manager, all policies shall contain an endorsement providing the CITY with thirty (30) days written notice of cancellation or material change in policy language or terms. All policies shall provide that there shall be continuing liability thereon, notwithstanding any recovery on any policy. Copies of policies shall be delivered to CITY on demand.

The insurance required hereunder shall be maintained until all work required to be performed by this Agreement is satisfactorily completed as evidenced by written acceptance by the CITY.

The (subrecipient) shall furnish the City Risk Manager with a certificate of insurance and required endorsements evidencing the insurance required. The CITY may withdraw its offer of contract or cancel this contract if certificates of insurance and endorsements required have not been provided prior to the execution of this Agreement.

Full compensation for all premiums which the (subrecipient) is required to pay on all the insurance described herein shall be considered as included in the prices paid for the various items of work to be performed under the Agreement, and no additional allowance will be made therefore or for additional premiums which may be required by extensions of the policies of insurance.

It is further understood and agreed by the (subrecipient) that its liability to the CITY shall not in any way be limited to or affected by the amount of insurance obtained and carried by the (subrecipient) in connection with this Agreement.

Unless otherwise approved by the CITY, if any part of the work under this Agreement is subcontracted, the "basic insurance requirements" set forth above shall be provided by, or on behalf of, all subcontractors even if the CITY has approved lesser insurance requirements for (subrecipient).

**Appendix J**  
**SAMPLE**  
**ABBREVIATED PROJECT IMPLEMENTATION CHECKLIST/TIMELINE**  
**CITY OF BAKERSFIELD**  
**COMMUNITY DEVELOPMENT DEPARTMENT**

*For Funded Projects Utilizing City Community Development Block Grant (CDBG),  
HOME Investment Partnership (HOME), and Emergency Shelter Grant (ESG) Funds*

Project Title: \_\_\_\_\_ Name of  
Recipient: \_\_\_\_\_

Project Year: \_\_\_\_\_ Project  
Budget/Address: \_\_\_\_\_

Project Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

City Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

OPERATING STEPS	RESPONSIBLE PARTY		ESTIMATED DATE OF COMPLETION
	RECIPIENT	CITY	
<b>ALL PROJECTS</b>			
1. Underwriting/financial project review		X	
2. Appropriation of Federal Funds		X	
3. Env. Review/Phase I - Hazard Materials (if applicable) Lead Based Paint (LBP) Risk Assessment (if applicable) Env. Review/Phase II – Testing and Sampling with Recommendations (if applicable)	X		
4. Release of Funds if (Completed NEPA review per HUD)		X	
5. Prepare Draft Agreement		X	
6. Review of Draft Agreement	X		
7. Execution of Agreement (requires City Council action)	X	X	
8. Execution of Purchase Order		X	
9. Subrecipient Orientation*- Kick off project management mtg	X	X	
<b>PROPERTY ACQUISITION PROJECTS</b>			
10. Narrative Appraisal (if applicable) & Second Review	X	X	
11. Acquisition of Real Property (if applicable - see attached sample checklist for property acquisition)	X	X	
<b>CONSTRUCTION &amp; REHABILITATION PROJECTS</b>			
12. Request for Proposals (RFP) Design Preparation (if applicable)**	X		
13. Selection of Consultant (if applicable)	X		
* Technical assistance is available from Economic and Community Development staff.			
** If no HUD funds are to be used for acquisition or engineering/design related costs steps 9 thru 14 can be ignored.			

OPERATING STEPS	RESPONSIBLE PARTY		ESTIMATED DATE OF COMPLETION
	RECIPIENT	CITY	
14. Price/Cost Analysis of Bids (for design)	X		
15. Execution of Design Agreement	X		
16. Kick off Notice to Proceed mtg. (with City/subrecipient staff) – if already completed per step 8 this could be ignored	X	X	
17. Preparation of Bid Package	X		
18. Review of Bid Package to Federal Requirements		X	
19. Bidding Process (3 - 4 weeks) – Public Notice to Contractors	X		
20. Pre-Bid Conference (during bidding time) A. Wage Compliance Procedure Guidelines B. Discuss Verification of Contractor(s) Eligibility C. Discuss Section 3 requirements (if applicable) D. Discuss Bidding Deadlines and Project Coordination	X	X	
21. Review Bids (bid analysis form) - Price/Cost Analysis	X	X	
22. Determine Contractor(s) Cleared by HUD	X		
23. Approval by Subrecipient of Construction Award(s)		X	
24. Contract(s) Award – Subrecipient executes contracts	X		
25. Preconstruction Phase: A. Pre-Construction Conference mtg. (Precon) B. Reverification of Wage Rates and Monitoring C. Verification of Apprentice and Training Programs D. Importance of Labor Standards Enforcement File E. Conference Minutes	X	X	
26. Project Notice to Proceed to Contractor(s)	X		
27. Project Begins (work starts)		X	
28. Construction Quality Control & Supervision	X		
29. Project Monitoring***	X		
A. Employee Compensation & Site Interviews 1. Prevailing Wage Audit 2. Letters to Obtain Prevailing Wage Compensation	X	X	
B. Review and Sign Off on Project Payrolls	X		
C. Review and Sign Off on Partial Payments	X	X	
D. Above Monitoring Information sent to City 1. Determine if in compliance or need for wage restitution or withhold payments.	X	X	
30. Insure compliance with Section 3 if \$100,000 or more for construction	X		
31. Amendments to the Contract (Change Orders)	X	X	
32. Price/Cost Analysis (If there are change orders)	X		
33. Project Completion/Final Walk-Through (Notice of Completion Filed)	X	X	
***	Copies of project monitoring information must be provided to City on a timely basis prior to City making partial or final payments.		

OPERATING STEPS	RESPONSIBLE PARTY		ESTIMATED DATE OF COMPLETION
	RECIPIENT	CITY	
34. Project Close-out Summary Report****	X		
35. Final Payment (10% retention)	X	X	
36. HUD/EDCD Audit for CD Project File (Close out) *****		X	
37. Ribbon Cutting Ceremony (optional)	X		
<p>**** Depending on the nature of activity, the project to be assisted with City funds may take six to eighteen months for completion after project is funded on July 1</p> <p>***** Need final wage compliance and Section 3 (if HUD funded construction funds exceeds \$100,000) summary report verifying or attesting to compliance with federal labor standard provisions and related acts. Close-out project summary report should identify date(s) interviews were conducted and any discrepancies identified; and any corrections/resolutions affecting the project. Must be signed by appropriate agency official and submitted to City Economic and Community Development Department (EDCD) before release of final payment.</p> <p>The project that is receiving funds for construction or rehab must have documentation that reflects basic construction record keeping (the agency/developer receiving the assistance is primarily responsible for this record keeping unless EDCCD is the lead agency then the responsibility lies with the department). The project file should include: correspondence, transmittals, meeting minutes, contract documents, contract change orders, information requests, schedules and updates, bid submittals, progress reports, payment requests, construction photos, punch lists, construction cost records, inspection records, lien releases, and other project record documents such as certified payrolls, field logs, signed off permits and a Notice of Completion.</p>			

Rev. – 8/10/10 (RAB-EDCD)

## Appendix K

### CITY OF BAKERSFIELD COMMUNITY DEVELOPMENT DEPARTMENT ACQUISITION CHECKLIST FOR HUD FUNDED PROJECTS

#### BACKGROUND

Project Name: \_\_\_\_\_

Address of Site: \_\_\_\_\_

Project Description: \_\_\_\_\_

Owner of Site: \_\_\_\_\_

Address of Owner: \_\_\_\_\_

Owner's Phone/Fax: \_\_\_\_\_ Real Estate Agent/Phone \_\_\_\_\_

Date Acquisition Began: \_\_\_\_\_ Project Manager: \_\_\_\_\_

Voluntary or Involuntary Acquisition? \_\_\_\_\_ Building Vacant or Occupied? \_\_\_\_\_

If occupied, occupants residential or commercial owners?: \_\_\_\_\_ and/or \_\_\_\_\_

If occupied, occupants residential or commercial tenants? \_\_\_\_\_

#### IMPLEMENTATION

OPERATING STEPS	DATES AND COMMENTS
1. Official determination to acquire	
A. Date budget item approved by Council (type of funding source)	
B. Date agreement signed if a sub-recipient is involved	
2. Appraisal bids sought (not required if using annual contract)	
3. Preliminary Title Report ordered	
4. Date General Information Notice & Notice of Interest sent	
5. If involuntary acquisition, date Notice of Intent to Acquire sent to Property Owner (if applicable, relocation booklets mailed – see next step)	
6. Date property owner, and tenants receive URA brochure information	
7. Relocation initiated (if required)	
8. Condemnation guarantee obtained (only if required)	
9. Date appraiser notified to appraise	
10. Meet with Property Owner & tenants; give information and answer questions (verify citizenship)	
11. Letter to Property Owner regarding cooperating with appraiser	
12. Appraisal completed	
13. Review appraisal completed (signed statement provided)*	
<p>* <b>Note:</b> The review appraiser must be satisfied with the correctness of the appraiser's opinion of fair market value (see 49 CFR 24.104 and/or HUD Handbook 1378 for review appraisals), and the review appraiser's certification of recommended approval or denial of the valuation process must be in writing</p>	

OPERATING STEPS	DATES AND COMMENTS
14. Just compensation established (closed Council session approval if under Eminent Domain)	
15. If voluntary acquisition, was there an administrative settlement (if so, was there a written justification in the file – state dollar amount in comment section)	
16. Date of initiation of negotiations and just compensation letter sent (initial written purchase offer with summary of just compensation)	
17. Letter mailed to occupant of acquisition regarding initiation of negotiations and their rights – for tenants it is called <b>Notice of Eligibility</b> (if applicable)	
18. Date owner accepted offer (state amount of offer in comment section)	
19. Prepare Purchase Agreement (if necessary) and ask for preliminary estimated escrow costs from title company in writing	
20. Come to an Agreement with relocatees on relocation claims (if applicable) Order city escrow check (includes selling price & escrow charges)	
21. Property placed into escrow	
22. Date final Agreement executed (by all parties)	
23. Date condemnation proceedings instituted (if required)	
24. Date estimated just compensation deposited with Courts (if necessary – i.e., eminent domain proceedings completed)	
25. Claim Voucher prepared	
26. City check delivered to Escrow	
27. Date of 90-Day Notice to Vacate Property **	
28. Date title vested to City/RDA (secure & take pictures of property)	
29. 30 Day Notice to Vacate to occupants sent	
30. Relocation form 40055/40056 completed for non-residential tenants (if applicable)	
31. Relocation check delivered to tenant-occupant (if applicable)	
32. Relocation check to owner (if applicable)	
33. Date of surrender of possession by occupant to owner	
<b>**Note:</b> If City staff is in agreement, occupants may request to extend occupancy beyond close of escrow. If this occurs, the <b>90 Day Notice</b> should be arranged to end when the lease agreement expires.	

**Final Comments:**


Date and signature file was satisfactorily closed out by the organization's Project Manager:

Date: \_\_\_\_\_ Project Manager Signature: \_\_\_\_\_

Project Manager Printed Name: \_\_\_\_\_

## **Appendix L**

### **Cost Reimbursement, Audit, and Financial Reporting Standards**

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#### **OMB Circular A-122**

Purpose: This Circular outlines the principles for determining reimbursable costs of work performed connected to projects funded by HUD grants, contracts, and agreements between most non-profits and the City of Bakersfield. This circular does not apply to colleges, universities, or hospitals. All applicants need to detail specific expected project costs, separating allowable costs from other costs.

#### **OMB Circular A-133**

Purpose: This Circular outlines the standards for consistency and uniformity of Federal agencies for the audit of non-Federal entities expending Federal awards. The Auditor may be a public accountant or a Federal, State, or local government audit organization. The Auditor may not be an internal auditor for the non-profit agency. Audits must meet the standards of generally accepted government auditing standards (GAGAS). Non-Federal agencies expending \$300,000 or more of Federal awards in a year must conduct a single or program specific audit. Non-Federal agencies expending less than \$300,000 are exempt from this requirement but **MUST** maintain and make available clear records of all program costs including both allowable reimbursable costs as well as non-reimbursable costs.

#### **OMB Circular A-110**

Purpose: This Circular outlines the standards for uniformity in the administration of Federal grants and agreements awarded to colleges, universities, hospitals, or other non-profits agencies. Sections A-110.21 through A-110.28 detail the standards for the non-profit agency's financial management system and rules for satisfying cost sharing and matching requirements, accounting for program income, and determining allowable costs.

Non-profit agencies must maintain an accounting system in which transactions are handled, records are kept, and reports are generated to its Board of Directors in a manner that contents of the financial reports are traceable to the original supporting documentation of all financial transactions.

The Agency's accounting system must meet the following standards:

- Segregation of restricted funds from non-restrictive funds
- Segregation of unallowable costs with allowable costs
- Segregation of direct from indirect costs.
- Proper assignment and allocation of costs to functional classifications
- Matching income and applicable credits with associated expenditures
- Timely reconciliations of accounts and sub-ledgers
- Time-charging systems for labor costs
- Timely and accurate financial reporting

For compliance with federal regulations the Agency must:

- Show effective control over and accountability for all funds, property, and other assets
- Show comparisons of outlays with budgeted amounts
- Have written internal controls over purchasing, cash disbursements, and cash receipts, including segregation of duties and proper authorization and approval of transactions
- Perform periodic internal and external audits of evaluations
- Written record retention policies
- Documentation of accounting policies, particularly those pertaining to cost charging, timesheet preparation, and procurement

## Appendix M

### Rents and Tenant Eligibility

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The City of Bakersfield uses the definition of income as determined 24 CFR Part 5. 5609 to determine tenant eligibility. If the total amount of income received by all occupants of a dwelling is at or below 80% of the corresponding median income, the household is considered “Low- and Moderate-income.” If the total amount is at or below 50% of median income the household is designated as “Very-low –income.” If the total amount is at or below 30% of median income the household is designated as Extremely-low-income.

Unlike other federal programs, the HOME Program distinguishes between the units in a project that have been assisted with HOME funds and those that have not - hence the term HOME-assisted unit. This distinction between HOME-assisted and unassisted units allows HOME funds to be spent on mixed-income projects while still targeting HOME dollars to income-eligible households.

- The HOME rent and occupancy rules only apply to the HOME-assisted units
- The number of HOME-assisted units are specified in the Project Agreement

For projects with both assisted and unassisted units, the City must select either “fixed” or “floating” units at the time of the Project commitment.

- Fixed: When HOME-assisted units are “fixed,” the specific units that are HOME-units are designated and never change.
- Floating: When HOME-assisted units are “floating,” the units that are designated as HOME-units may change over time as long as the total number of HOME-assisted units in the project remains constant and each unit is comparable in terms of size, features, and number of bedrooms. A one bedroom unit may not be substituted for a three bedroom unit.

The “Project Rule” specifies in projects of five or more HOME-assisted units, at least 20% of the assisted units must be occupied by families who have annual incomes that are 50% or less of median income. These very-low-income tenants must occupy units at or below the Low HOME Rents level. Projects with less than five HOME-assisted units do not have to follow the Project Rule. Income is the determinant.

If a tenant’s income has increased above the 50% of median income but does not exceed 80%, the unit is allowed to become a High HOME Rent unit. Households with incomes that have increased to above 80% of median do not have to vacate their units when their rent exceeds that limit, but their rent must be increased. Tenants living in a

unit that is designated as “fixed” who no longer qualify as low- and moderate-income families must pay as rent the lesser of the amount payable by the tenant under State or local law, or 30% of the family’s adjusted income. An exception may exist for tenants of HOME-assisted units that have been allocated low-income housing tax credits by a housing credit agency. In addition, in projects in which the HOME units are designated as “floating,” tenants who no longer qualify as low- and moderate-income are not required to pay as rent an amount that exceeds the market rent for comparable, unassisted units in the neighborhood. See chart on next page.

### Rent Reassessment upon Re-certification

Tenant’s current rent level	Tenant’s income at re-certification	
	50% - 80% of Median	> 80% of median
Low HOME Rent Tenants	Tenant’s rent can increase to High HOME rent	Tenant in a <b>fixed</b> unit pays the lower of: <ul style="list-style-type: none"> <li>• 30% of adjusted income</li> <li>• controlled rent (if rent is controlled)</li> </ul>
High HOME Rent Tenant	Tenant continues to pay HIGH HOME rent	Tenant in a <b>floating</b> unit pays the lower of: <ul style="list-style-type: none"> <li>• 30% of adjusted income if in a fixed unit</li> <li>• market rent</li> <li>• controlled rent (if rent is controlled)</li> </ul>

Facilities with HOME-assisted units may not refuse to rent/lease to a certificate/voucher holder under the Section 8 Program, or to a holder of a comparable document evidencing the participation in a HOME tenant-based rental assistance (TBRA) program because of the status of the applicant as a holder of such a certificate.

The Housing Authority of the County of Kern (HACK) establishes monthly allowances for utilities. There are two schedules, one for units that meet current State of California Energy Efficiency Standards and another for those that do not. Generally, if the complex was built prior to 1999 it will not meet those standards. To obtain the utility schedules call HACK at 631-8500.

HUD provides the following maximum HOME rent limits. The maximum HOME rents are the lesser of:

- The fair market rent for existing housing for comparable units in the area (see 24 CFR 888.111);

- A rent that does not exceed 30% of the adjusted income of a family whose annual income equals 65% of the median income for the area, as determined by HUD, with adjustments for number of bedrooms in the unit and utility allowances.

The maximum HOME rent limits are recalculated on a periodic basis after HUD determines fair market rents and median incomes. HUD provides this information at two websites.

Incomes can be found at:

[www.hud.gov/offices/cpd/affordablehousing/programs/home/limits/income/index.cfm](http://www.hud.gov/offices/cpd/affordablehousing/programs/home/limits/income/index.cfm).

Rents can be found at:

[www.hud.gov/offices/cpd/affordablehousing/programs/home/limits/rent/index.cfm](http://www.hud.gov/offices/cpd/affordablehousing/programs/home/limits/rent/index.cfm).

The required frequency of on-site post-monitoring is set by HUD and described fully in 24 CFR 92.504(d). The project agreement will require compliance with the HOME programs adopted post-monitoring requirements. Frequency will be adjusted for projects that are determined to be high risk and/or that have annual compliance reports indicating compliance issues that require more frequent follow-ups.

The Project owner is responsible for collecting and retaining information determining tenant eligibility as well as developing a system to re-certify tenant income annually. Tenant income is likely to change over time. If these changes occur during the affordability period, the Project owner must take certain steps to maintain compliance with rent and occupancy requirements. The owner can use three different methods to do this:

- collect and evaluate source documentation;
- obtain a written statement from the family indicating family size and annual income as well as a statement that the information provided is complete and accurate and source documentation will be provided upon request; or
- obtain a written statement from the administrator of another government program under which the family receives assistance verifying annual gross income and family size or current income limits for the program with a statement that the family's income does not exceed the limits.

The property owner is required to obtain full source documentation every sixth year.

**Appendix N**  
**Sample Sources and Uses Statement**

*Include a Sources and Uses of Funds Statement in the financial portion of your business plan.*

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**Sources and Uses of Funds**

**Sources of Funds:**

Company Investment	\$25,000
Mortgage Loan	\$45,000
Equipment Loan	\$30,000
Total Funds Needed	\$100,000

**Uses of Funds:**

Building Construction / Renovation	\$60,000
Equipment Purchases	\$30,000
Working Capital	\$10,000
Total Project Cost	\$100,000

The officers of SMITH COMPANY request a capital expansion loan for the sum of \$75,000. The funds will be used as outlined above (copies of vendor and contractor quotations are attached). This funding is requested in two parts:

**Loan One - Building Expansion**

\$45,000 for a term of 15 years at an interest rate of 11.00%. This loan will be amortized at a rate of \$511.47 per month and the primary sources of repayment will be the cash flow from this new plant as well as the cash flow from the ongoing operations of the business (see business plan, page 15). This loan will be secured by a mortgage on the real property of the company.

**Loan Two - New Equipment**

\$30,000 for a term of five years at an interest rate of 11.50%. This loan will be amortized at a rate of \$659.78 per month for 60 months and the primary source for repayment will be cash flow from operations. This loan will be secured by a lien on the equipment and the personal guarantee of the owners.

**Appendix N**  
**Blank Development Cost Pro Forma Sources & Uses Worksheet**

**Hard Costs \$**

**Soft Costs \$**

Demolition and Site Preparation

Engineering / Design

Rough Carpentry \$\_\_\_\_\_

Architect \$\_\_\_\_\_

Finished Carpentry \_\_\_\_\_

Structural engineer \_\_\_\_\_

Plaster \_\_\_\_\_

Mechanical engineer \_\_\_\_\_

Plumbing \_\_\_\_\_

Environmental testing \_\_\_\_\_

Electrical \_\_\_\_\_

Builder and/or dev. Fees \_\_\_\_\_

HVAC \_\_\_\_\_

Legal and Accounting \_\_\_\_\_

Insulation \_\_\_\_\_

Loan and Placement fee \_\_\_\_\_

Structural work \_\_\_\_\_

Construction loan interest \_\_\_\_\_

Specialties \_\_\_\_\_

Closing costs \_\_\_\_\_

Elevator \_\_\_\_\_

Building permit \_\_\_\_\_

Millwork \_\_\_\_\_

Use fees \_\_\_\_\_

Signing \_\_\_\_\_

Building inspection fee \_\_\_\_\_

Clean-up \_\_\_\_\_

Bid bond \_\_\_\_\_

**Subtotal, Hard Costs** \_\_\_\_\_

Temporary power & phone \_\_\_\_\_

Contingency \_\_\_\_\_

Builder risk insurance \_\_\_\_\_

**Total Hard Costs** \_\_\_\_\_

Advertising and Promotion \_\_\_\_\_

Bid costs \_\_\_\_\_

Taxes \_\_\_\_\_

**Total Soft Costs** \_\_\_\_\_

**Total Hard & Soft Costs**

**\$\_\_\_\_\_**

**Land Acquisition Costs**

**\$\_\_\_\_\_**

**Total Hard, Soft & Land Acquisition Costs**

**\$\_\_\_\_\_**

**Summary of Uses of Funds**

**Sources of funds**

Land Acquisition \_\_\_\_\_

Debt 1 \_\_\_\_\_

Hard Costs \_\_\_\_\_

Debt 2 \_\_\_\_\_

Tenant Allowances \_\_\_\_\_

Grant \_\_\_\_\_

Soft Costs \_\_\_\_\_

Equity \_\_\_\_\_

Total Uses \_\_\_\_\_

Total Sources \_\_\_\_\_

## **APPENDIX O**

### **HUD's Performance Measurement System**

Effective October 1, 2006, grantees and their subrecipients will be required to utilize and implement a performance measurement system as the basis for assessment and management of their program. This means that applicants funded with HUD funds will be required to report on performance measurements dictated by the HUD funding programs on a regular basis. Applicants who receive federal funding will need to develop a timely and robust data collection system in order to meet the new HUD funding requirements. An example of how it may work is listed below.

The new performance measurement system maintains the flexibility of the block grants programs, as the objectives and outcomes are determined by the grantees based on the intent of the project and activity. While program flexibility is maintained, the new system offers a specific menu of objectives, outcomes and indicators so that reporting can be standardized and the achievements of these programs can be aggregated to the national level.

#### **OBJECTIVES**

##### **Suitable Living Environment**

In general, this objective relates to activities that are designed to benefit communities or groups of families by addressing issues in their living environment.

##### **Decent Affordable Housing**

The activities that typically would be found under this objective are designed to cover the wide range of housing that is possible under HOME, CDBG, HOPWA (Housing Opportunities for Persons With AIDS) or ESG. It focuses on housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a large effort (that would be captured above under Suitable Living Environment).

##### **Creating Economic Opportunities**

This objective applies to the types of activities related to economic development, commercial revitalization or job creation.

#### **OUTCOMES**

##### **Availability/Accessibility**

This outcome category applies to activities which provide affordability in a variety of ways in the lives of low and moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-up, or services such as transportation or day care.

##### **Sustainability: Promoting Livable or Viable Communities**

This outcome applies to projects where the activity or activities are aimed at improving a neighborhood by helping to make it livable or viable for principally low and moderate income

people through multiple activities, or by providing services that sustain communities or sections of communities.

## **OUTPUT INDICATORS**

Types of reporting indicators that will be required from subrecipients funded with HUD funds are:

### **For each Activity, Grantees Would Report On:**

- Amount of money leveraged (from other federal, state, local, and private sources) per
- Number of persons, households, units (pick which one is appropriate to project or activity, one only)
- Income levels of persons or households by 30%, 50%, 60%, or 80% of an area's median income, per applicable program requirements (area benefit activities will use presumptive income categories). However, this requirement is not applicable for economic development projects awarding funding on a "made available basis".
- Number of communities/neighborhoods assisted
- Current Racial/Ethnic and disability categories for household reporting still apply

### **Specific Indicators (for CDBG, HOME and ESG)**

1) If Activity is \_\_\_\_\_ (list of infrastructure and service activities)

Number of households assisted:

- With new access to service or benefit (Grantees will pick from list of services or benefit similar to existing IDIS codes).
- With improved access to service or benefit (Grantees will pick from list similar to existing IDIS codes)
- Where activity was used to meet a quality standard or measurably improved quality, report number of households that no longer have access to substandard service only

2) Number of homeless persons stabilized due to access to overnight shelter or other emergency housing support.

3) Are activities part of a targeted revitalization effort (Y/N)?

If Yes (check one):

- a) Comprehensive—please choose at least three indicators
- b) Commercial—please choose indicators
- c) Housing—please choose indicators
- d) Other—please choose indicators

## Indicators

- Number of new businesses assisted
- Number of businesses retained
- Number of jobs created or retained in target area
- Amount of money leveraged (from other public or private sources)
- # of LMI (Low Moderate Income) persons served
- Slum/blight demolition
- # of LMI households assisted
- # Acres/Sq ft of brownfields remediated
- Of households/persons with new or improved access to public facilities
- # of commercial façade treatment/business building rehab
- Other-can include crime numbers, property value change, housing code violations, business occupancy rates, employment rates (optional)

4) Is activity to address slum and blight spot basis (y/n)

5) Number of commercial façade treatment/business building rehab (site, not target area based)

6) Acres/Sq ft of brownfields redeveloped (site, not target area based)

7) Number of rental units constructed (new) per project or activity

Total units:

Of total,

- Number that are affordable
- Number made Section 504\* accessible

Of affordable,

- Number subsidized by program (federal, state or local, with pick list to specify which federal program)
- Number of years of affordability guaranteed
- Number of housing units (supported through development and operations: or rental assistance) for HIV/AIDS
- Of these, number of units for the chronically homeless
- Number of units of permanent housing for homeless persons and families (supported through development and operations)
- Of these, number of units for the chronically homeless

8) Number of rental units rehabbed:

Total number of units:

Of total:

- Number made affordable
- Number made Section 504 accessible
- Number moved from substandard to standard (code)
- Number meeting International Building Code (IBC) Energy Standards
- Of those, number meeting Energy Star standards
- Number brought to lead safety

Of affordable:

- Number subsidized by federal, state or local program (with pick list to specify which federal)
- Number subsidized by program
- Number of years of affordability guaranteed
- Number of housing units (supported through development and operations) for persons with HIV/AIDS
- Of these, number of units for the chronically homeless
- Number of units of permanent for homeless persons and families (supported through development and operations)
- Of these, number of units for the chronically homeless

\*\*Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against qualified individuals with disabilities in federally funded programs and activities. The Justice Department's Disability Rights Section is responsible for ensure compliance with the provisions of section 504."

9) Direct Financial Assistance to homebuyers:

- First-time homebuyers – Y/N
- Subsidized tenants – Y/N
- Minority household – Y/N
- Downpayment Assistance – Y/N
- Closing Costs – Y/N
- Mortgage buydown – Y/N
- Interest Reduction – Y/N
- Second Mortgage – Y/N
- Principal Reduction – Y/N

10) Number of owner occupied units rehabbed or improved:

- Number of units brought up to standard condition (as defined by grantee using applicable program regulations)
- Number brought to IBC Energy Standard
- Of those, number brought to Energy Star standards
- Number brought to lead safety
- Number subsidized by federal, state or local program (pick list to specific which

federal program) (Note: Section 504 is not applicable)\*

11) Number of jobs created:

- Employer sponsored health care benefits: Y/N
- Type of job created (use existing EDA classification)
- Prior employment status before taking job created:
- Number of Unemployed \_\_\_\_\_

12) Number of jobs retained, saved, or maintained:

- Employer sponsored health care benefits: Y/N
- Type of job created (use existing EDA classification)
- Prior employment status before taking job created:
- Number of Unemployed N/A for projects awarding funding on a “made available to basis

13) Number of businesses assisted (new, expansion, relocation, start-up):

- DUNs number
- Two digit NAIC industry classification (if needed)

14) Start-ups that remains operational 3 years after assistance (no reporting necessary, HUD to determine if available through DUNs)

15) Does assisted business provide a good or service to meet needs of service area/neighborhood/community (to be determined by community)? Y/N

16) Number of Homeownership Units Constructed, Acquired, and/or Acquired with Rehabilitation (per project or activity)

Total Number of Units

Of those:

- Number of affordable units
- Number of years affordability guaranteed
- Number meeting IBCE standards (plus Energy Star)
- Number made Section 504 accessible

Of affordable:

- Number subsidized by state/local programs
- Number subsidized by federal programs

- Number specifically for HIV/AIDS
- Number specifically for homeless
- Of those, number specifically for chronically homeless

17) Number of renter units assisted with on-going (monthly) subsidies (TBRA)

Total Number of units

Of those:

- Number subsidized by state/local programs
- Number subsidized by federal programs
- Number assisting HIV/AIDS
- Number assisting homeless
- Of those, number assisting chronically homeless

**APPENDIX P  
CITY OF BAKERSFIELD  
CERTIFICATION STATEMENT**

**City of Bakersfield  
Fiscal Year 2017-18 Funding**

Project Title: \_\_\_\_\_

Amount of Funds Requested: \$ \_\_\_\_\_

Amount of Total Project Budget: \$ \_\_\_\_\_

*Applicant Information:*

Legal Name of Applicant/Organization: \_\_\_\_\_

Type of Organization:                      Nonprofit \_\_\_                      Government \_\_\_                      Private \_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Previously funded Project**

*Has your organization carried out a previous community or housing development funded project with the City of Bakersfield or County of Kern, and if so, did you satisfactorily complete your project agreement, conditions and obligations? Yes\_\_\_ No\_\_\_ N/A\_\_\_ If "Yes", please provide government contact legal name and phone number. \_\_\_\_\_*

**If "no", please explain on a separate sheet of paper.**

Applicant Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

Title: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

*Certification:*

*"I certify that I have reviewed this application and that, to the best of my knowledge and belief, all of the information provided in this application is true."*

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Applicant Federal I.D. Number



**APPENDIX R  
CDBG PUBLIC SERVICES QUESTIONNAIRE**

Project Title: \_\_\_\_\_

Project Location: (Boundary Description) \_\_\_\_\_

1. Explain how the service area boundaries were determined:

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2. Please check how your proposed project will benefit primarily low/moderate income persons in one of the following ways:

- Low/Moderate Income Area** - The activity is located in a qualified low- and moderate-income Census block group (see map attached), and is a substantially developed primarily residential area
- Direct Benefit to Low/Moderate Income Persons** - Requires information from persons receiving benefit so that the 51% low- and moderate-income threshold can be determined, or must be of such a location and nature that it may reasonably be concluded that the clientele are low- and moderate-income persons
- Limited Clientele** - The activity provides benefits to a specific group of persons, comprised (or presumed to be comprised) of at least 51% low- and moderate-income persons. This includes: abused children, elderly persons, battered spouses, homeless persons, severely disabled persons (as defined by the U.S. Census), illiterate adults, persons living with AIDS, or migrant farm workers.

3. Is this a new project, or a quantifiable increase in service from the previous 12 month period?

Yes     No

Please Explain:

---

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4. Please describe the data you will provide to ensure CDBG dollars are being used in a Low-Moderate Income area, or for Low-Moderate Income clientele:

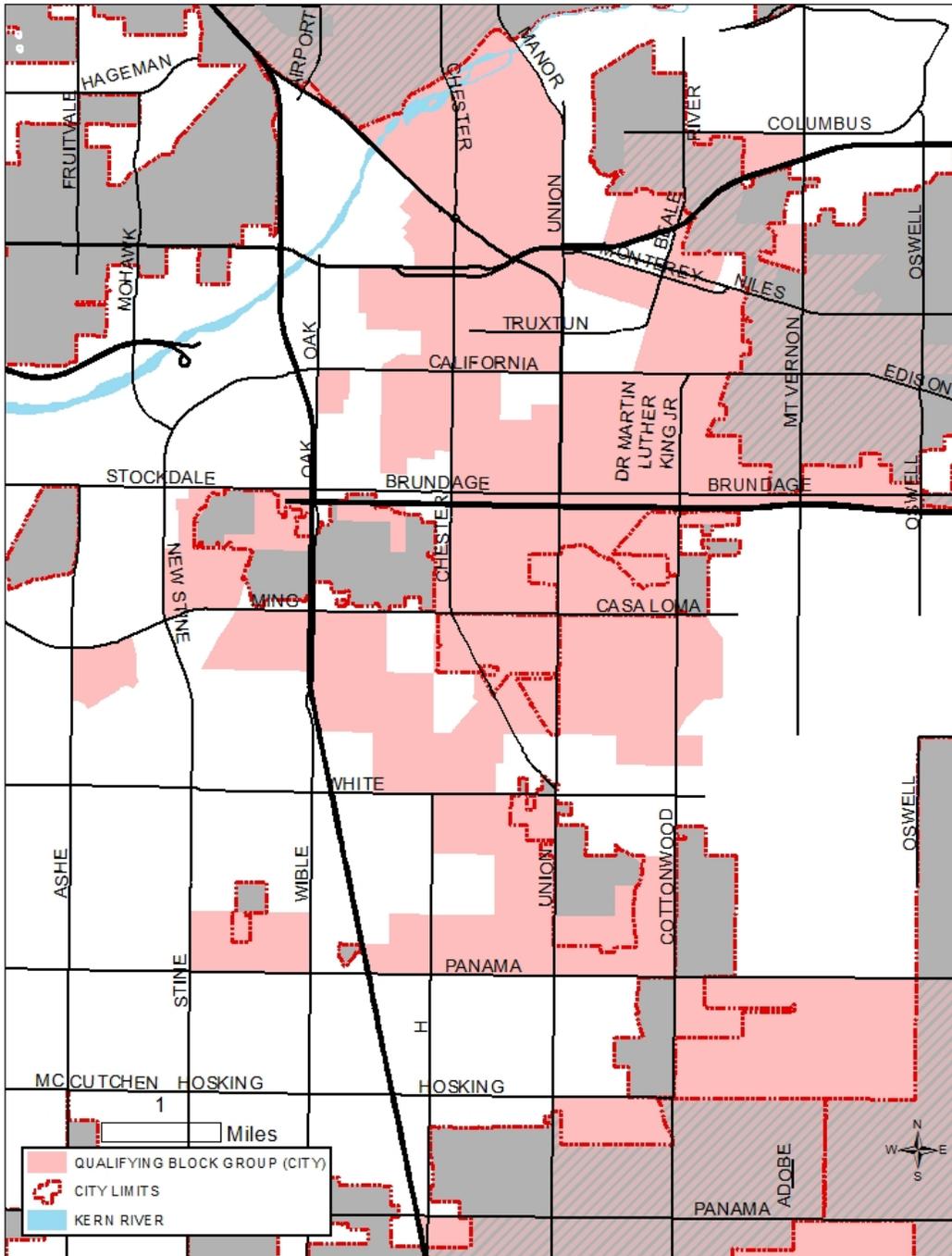
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**APPENDIX S  
MAP OF LOW- AND MODERATE-INCOME AREAS  
FY 2019-20**



Detailed map available at [www.bakersfieldcity.us](http://www.bakersfieldcity.us) > Government > Departments > Community Development > Planning > Economic Development and Housing Services > Grants, Housing, and Public Improvements

**APPENDIX T**  
**ACTIVITY BENEFICIARY REPORT**

Facility Name: \_\_\_\_\_

Service Provider Agency: \_\_\_\_\_

Reporting Period: \_\_\_\_\_

Number of Persons Assisted Who Are:

	Total Number Assisted	1 Extremely Low Income (30% of Median)	2 Very Low Income (50% of Median)	3 Low Income (80% of Median)	Persons with Disability	Female Head of Household
Total Number of Individuals						

RACE			Hispanic/Latino Ethnicity		
	Total Number Assisted		Total Number Assisted		Total Number Assisted
White		American Indian or Alaskan Native AND White		Mexican / Chicano	
Black/African American		Asian AND White		Puerto Rican	
Asian		Black/African American AND White		Cuban	
American Indian or Alaskan Native		American Indian or Alaskan Native AND Black/African American		Other Hispanic / Latino	
Native Hawaiian or Pacific Islander		Other		Non-Hispanic / Latino	

Comments: \_\_\_\_\_

APPENDIX U

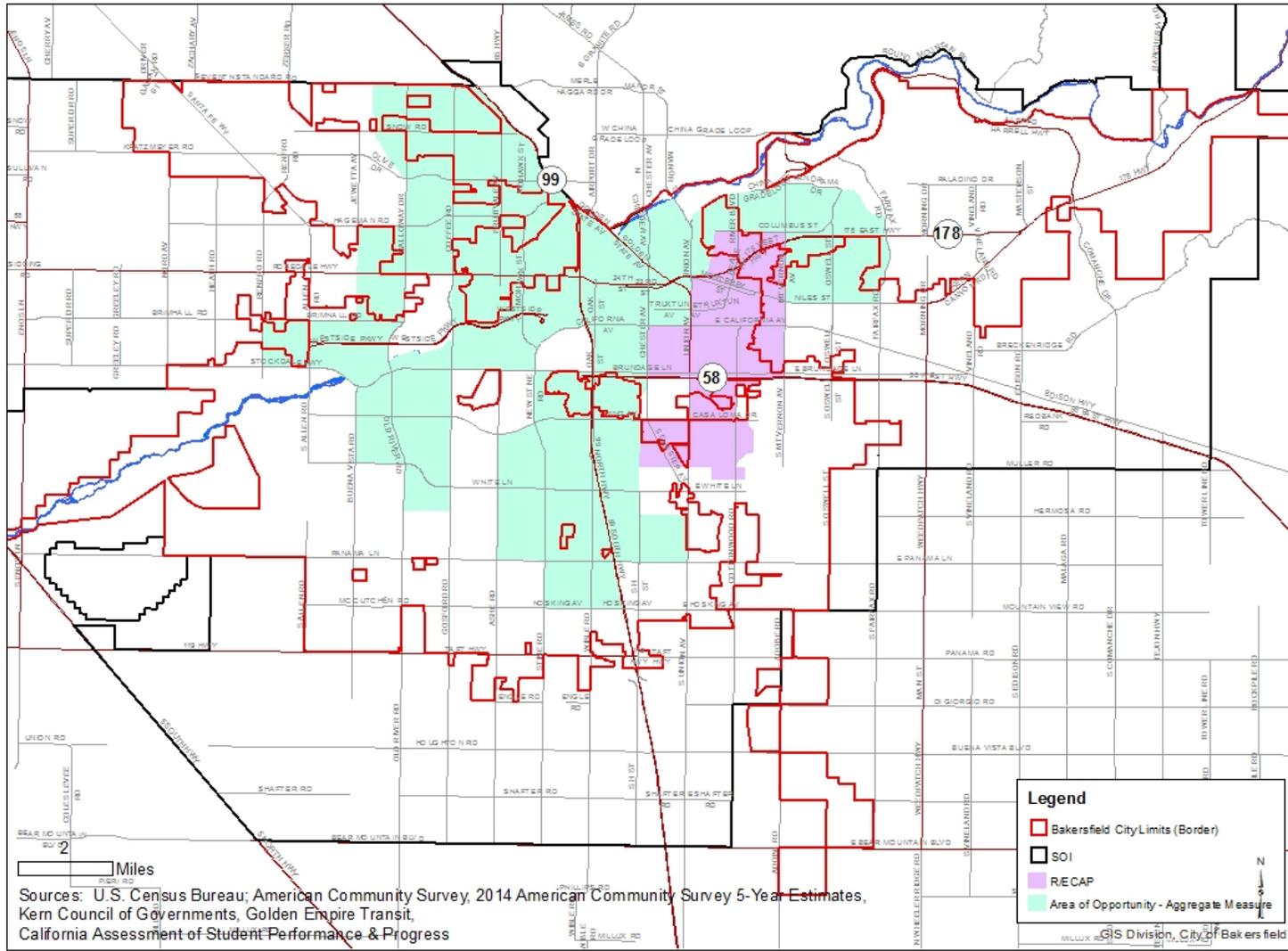
**City of Bakersfield  
ESG Program Performance Standards**

ESG Component	Outcome
<b>Street Outreach</b>	<ul style="list-style-type: none"><li>• Number of persons placed in shelter, safe havens or permanent housing</li><li>• Number of persons with more non-cash benefits</li><li>• Number of persons participating in case management or Aftercare Services</li></ul>
<b>Emergency Shelter</b>	<ul style="list-style-type: none"><li>• Number of persons exiting to temporary or transitional housing</li><li>• Number of persons exiting to permanent housing</li><li>• Number of persons participating in Case Management or Aftercare Services</li></ul>
<b>Rapid Re-housing</b>	<ul style="list-style-type: none"><li>• Number of persons who maintained their permanent housing for 6 months or longer</li><li>• Number of persons exiting to permanent housing</li><li>• Number of persons with Higher income at program exit</li><li>• Number of persons with more non-cash benefits</li><li>• Number of persons participating in Case Management or Aftercare Services</li></ul>

\*Subject to changes as necessary to support the collaboration between the Kern County Homeless Collaborative (CoC) and the City of Bakersfield ESG Programs.

# APPENDIX V

## AREAS OF OPPORTUNITY



**Attachment C - ESG Program Performance Standards**

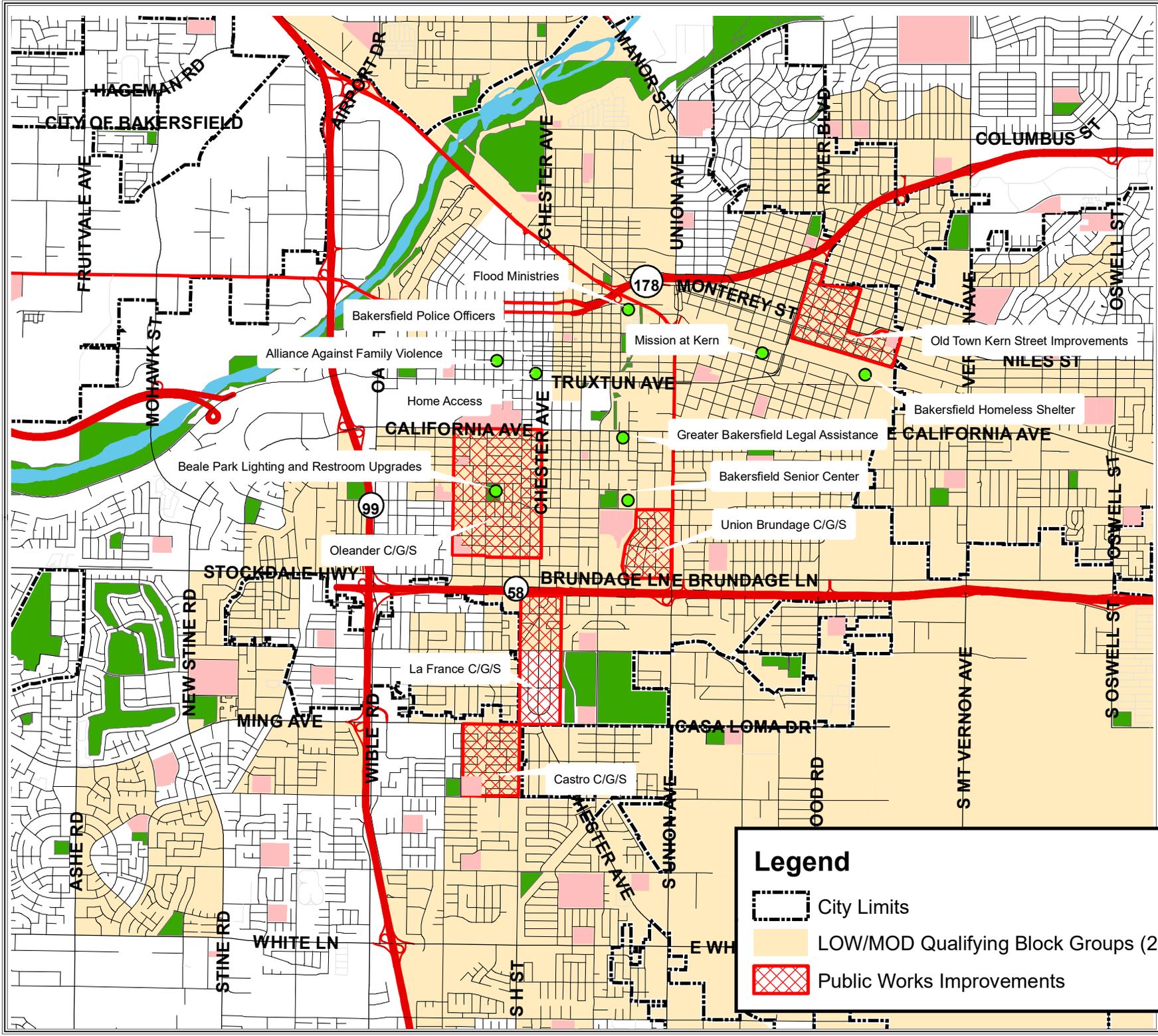
# City of Bakersfield

## ESG Program Performance Standards

ESG Component	Outcome
<b>Street Outreach</b>	<ul style="list-style-type: none"> <li>• Number of persons placed in shelter, safe havens or permanent housing</li> <li>• Number of persons with more non-cash benefits</li> <li>• Number of persons participating in case management or Aftercare Services</li> </ul>
<b>Emergency Shelter</b>	<ul style="list-style-type: none"> <li>• Number of persons exiting to temporary or transitional housing</li> <li>• Number of persons exiting to permanent housing</li> <li>• Number of persons participating in Case Management or Aftercare Services</li> </ul>
<b>Rapid Re-housing</b>	<ul style="list-style-type: none"> <li>• Number of persons who maintained their permanent housing for 6 months or longer</li> <li>• Number of persons exiting to permanent housing</li> <li>• Number of persons with Higher income at program exit</li> <li>• Number of persons with more non-cash benefits</li> <li>• Number of persons participating in Case Management or Aftercare Services</li> </ul>

\*Subject to changes as necessary to support the collaboration between the Kern County Homeless Collaborative (CoC) and the City of Bakersfield ESG Programs.

**Attachment D - Action Plan Map**



### Legend

-  City Limits
-  LOW/MOD Qualifying Block Groups (2015)
-  Public Works Improvements



**Attachment E - SF424 Documents**

**Application for Federal Assistance SF-424**

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____
---	---	--

<b>* 3. Date Received:</b> _____	<b>4. Applicant Identifier:</b> _____
-------------------------------------	--

<b>5a. Federal Entity Identifier:</b> _____	<b>5b. Federal Award Identifier:</b> B-19-MC-06-0510
--	---

**State Use Only:**

<b>6. Date Received by State:</b> _____	<b>7. State Application Identifier:</b> _____
---	---

**8. APPLICANT INFORMATION:**

<b>* a. Legal Name:</b> CITY OF BAKERSFIELD		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 95-6000972	<b>* c. Organizational DUNS:</b> 0638109720000	

**d. Address:**

<b>* Street1:</b>	1600 TRUXTUN AVE
<b>Street2:</b>	_____
<b>* City:</b>	BAKERSFIELD
<b>County/Parish:</b>	_____
<b>* State:</b>	AS: American Samoa
<b>Province:</b>	_____
<b>* Country:</b>	USA: UNITED STATES
<b>* Zip / Postal Code:</b>	93301-0000

**e. Organizational Unit:**

<b>Department Name:</b> DEVELOPMENT SERVICES	<b>Division Name:</b> ECONOMIC DEVELOPMENT
---	---

**f. Name and contact information of person to be contacted on matters involving this application:**

<b>Prefix:</b> MR	<b>* First Name:</b> HAYWARD
<b>Middle Name:</b> J	
<b>* Last Name:</b> COX	
<b>Suffix:</b>	

<b>Title:</b> COMMUNITY DEVELOPMENT COORDINATOR
---

<b>Organizational Affiliation:</b> _____
---

<b>* Telephone Number:</b> 661-326-3765	<b>Fax Number:</b> _____
---	--------------------------

<b>* Email:</b> hcox@bakersfieldcity.us
---

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**11. Catalog of Federal Domestic Assistance Number:**

CFDA Title:

**\* 12. Funding Opportunity Number:**

14.218

\* Title:

CDBG ENTITLEMENT GRANT

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

**\* 15. Descriptive Title of Applicant's Project:**

This program is designed to address the local needs of low and moderate income residents by upgrading the physical environment, and providing services for a viable urban community.

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="3,714,311.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value="£,000.00"/>
* g. TOTAL	<input type="text" value="3,722,311"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

**\*\* I AGREE**

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

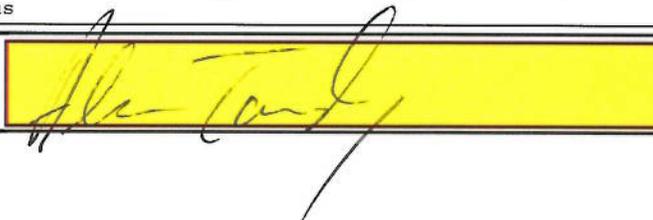
Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:



\* Date Signed:

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	CITY MANAGER
APPLICANT ORGANIZATION	DATE SUBMITTED
ALAN TANDY, CITY OF BAKERSFIELD	4/30/14

**Application for Federal Assistance SF-424****\* 1. Type of Submission:**

- Preapplication  
 Application  
 Changed/Corrected Application

**\* 2. Type of Application:**

- New  
 Continuation  
 Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify):**

**\* 3. Date Received:**

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

**State Use Only:****6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:****\* a. Legal Name:**

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

**\* c. Organizational DUNS:**

**d. Address:****\* Street1:**

**Street2:**

**\* City:**

**County/Parish:**

**\* State:**

**Province:**

**\* Country:**

**\* Zip / Postal Code:**

**e. Organizational Unit:****Department Name:**

**Division Name:**

**f. Name and contact information of person to be contacted on matters involving this application:****Prefix:**

**\* First Name:**

**Middle Name:**

**\* Last Name:**

**Suffix:**

**Title:**

**Organizational Affiliation:**

**\* Telephone Number:**

**Fax Number:**

**\* Email:**

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**11. Catalog of Federal Domestic Assistance Number:**

CFDA Title:

**\* 12. Funding Opportunity Number:**

14.239

\* Title:

HOME INVESTMENT PARTNERSHIPS

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

This program is designed to address the local needs of low and moderate households through the provision of affordable housing.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,399,854.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value="100,000.00"/>
* g. TOTAL	<input type="text" value="1,499,854.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

**\*\* I AGREE**

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

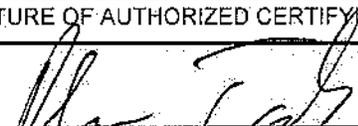
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (Identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE CITY MANAGER
APPLICANT ORGANIZATION ALAN TANDY, CITY OF BAKERSFIELD	DATE SUBMITTED 4/30/19

Application for Federal Assistance SF-424											
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application			<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision			<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>					
<b>* 3. Date Received:</b> <input type="text"/>			<b>4. Applicant Identifier:</b> <input type="text"/>								
<b>5a. Federal Entity Identifier:</b> <input type="text"/>			<b>5b. Federal Award Identifier:</b> E-19-MC-06-0510								
<b>State Use Only:</b>											
<b>6. Date Received by State:</b> <input type="text"/>			<b>7. State Application Identifier:</b> <input type="text"/>								
<b>8. APPLICANT INFORMATION:</b>											
<b>* a. Legal Name:</b> CITY OF BAKERSFIELD											
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 95-6000972			<b>* c. Organizational DUNS:</b> 0638109720000								
<b>d. Address:</b>											
<b>* Street1:</b>		1600 TRUXTUN AVE									
<b>Street2:</b>		<input type="text"/>									
<b>* City:</b>		BAKERSFIELD									
<b>County/Parish:</b>		<input type="text"/>									
<b>* State:</b>		CA: California									
<b>Province:</b>		<input type="text"/>									
<b>* Country:</b>		USA: UNITED STATES									
<b>* Zip / Postal Code:</b>		93301-0000									
<b>e. Organizational Unit:</b>											
<b>Department Name:</b> DEVELOPMENT SERVICES			<b>Division Name:</b> ECONOMIC DEVELOPMENT								
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>											
<b>Prefix:</b>		MR		<b>* First Name:</b>		HAYWARD					
<b>Middle Name:</b>		J									
<b>* Last Name:</b>		COX									
<b>Suffix:</b>		<input type="text"/>									
<b>Title:</b>		COMMUNITY DEVELOPMENT COORDINATOR									
<b>Organizational Affiliation:</b> <input type="text"/>											
<b>* Telephone Number:</b>			661-326-3765			<b>Fax Number:</b>			<input type="text"/>		
<b>* Email:</b>		hcox@bakersfieldcity.us									

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**11. Catalog of Federal Domestic Assistance Number:**

CFDA Title:

**\* 12. Funding Opportunity Number:**

14-241

\* Title:

ESG ENTITLEMENT GRANT

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

**\* 15. Descriptive Title of Applicant's Project:**

This program provides funds to assist homeless persons, help meet the costs of operating and maintaining emergency shelters, provide street outreach case management and rehousing.

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="308,712.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="308,712.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

**\*\* I AGREE**

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

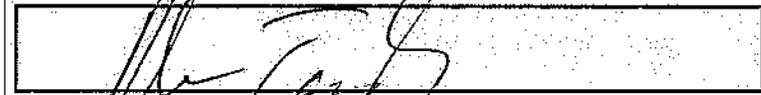
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET, SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
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13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
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16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	CITY MANAGER
APPLICANT ORGANIZATION	DATE SUBMITTED
ALAN TANDY, CITY OF BAKERSFIELD	

**Application for Federal Assistance SF-424**

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
---	---	--

<b>* 3. Date Received:</b> <input type="text"/>	<b>4. Applicant Identifier:</b> <input type="text"/>
--	---

<b>5a. Federal Entity Identifier:</b> <input type="text"/>	<b>5b. Federal Award Identifier:</b> <input type="text" value="CAH19F013"/>
---	--

**State Use Only:**

<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>
--	--

**8. APPLICANT INFORMATION:**

<b>* a. Legal Name:</b> <input type="text" value="CITY OF BAKERSFIELD"/>		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="95-6000972"/>	<b>* c. Organizational DUNS:</b> <input type="text" value="0638109720000"/>	

**d. Address:**

<b>* Street1:</b>	<input type="text" value="1600 TRUXTUN AVE"/>
<b>Street2:</b>	<input type="text"/>
<b>* City:</b>	<input type="text" value="BAKERSFIELD"/>
<b>County/Parish:</b>	<input type="text"/>
<b>* State:</b>	<input type="text" value="CA: California"/>
<b>Province:</b>	<input type="text"/>
<b>* Country:</b>	<input type="text" value="USA: UNITED STATES"/>
<b>* Zip / Postal Code:</b>	<input type="text" value="93301-0000"/>

**e. Organizational Unit:**

<b>Department Name:</b> <input type="text" value="DEVELOPMENT SERVICES"/>	<b>Division Name:</b> <input type="text" value="ECONOMIC DEVELOPMENT"/>
--	--

**f. Name and contact information of person to be contacted on matters involving this application:**

<b>Prefix:</b> <input type="text" value="MR"/>	<b>* First Name:</b> <input type="text" value="HAYWARD"/>
<b>Middle Name:</b> <input type="text" value="J"/>	
<b>* Last Name:</b> <input type="text" value="COX"/>	
<b>Suffix:</b> <input type="text"/>	
<b>Title:</b> <input type="text" value="COMMUNITY DEVELOPMENT COORDINATOR"/>	
<b>Organizational Affiliation:</b> <input type="text"/>	
<b>* Telephone Number:</b> <input type="text" value="661-326-3765"/>	<b>Fax Number:</b> <input type="text"/>
<b>* Email:</b> <input type="text" value="hcox@bakersfieldcity.us"/>	

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**11. Catalog of Federal Domestic Assistance Number:**

14.241

CFDA Title:

**\* 12. Funding Opportunity Number:**

14.241

\* Title:

HOPWA ENTITLEMENT GRANT

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

This program provides funds to assist with housing stability for persons living with HIV/AIDS.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="560,733.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="560,733.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

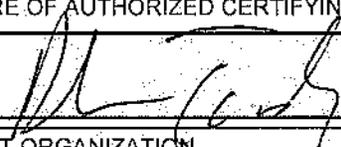
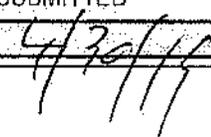
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE CITY MANAGER
APPLICANT ORGANIZATION ALAN TANDY, CITY OF BAKERSFIELD	DATE SUBMITTED 

## 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.

**Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. 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;

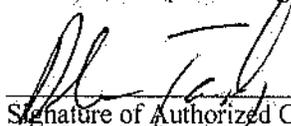
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this 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

3. 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

  
Signature of Authorized Official

  
Date

CITY MANAGER

Title

## Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2019 - 2020 [a period specified by the grantee 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.

3. 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.

In addition, 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.

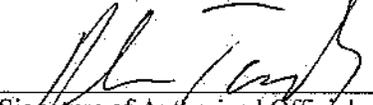
**Excessive Force** -- It has adopted and is enforcing:

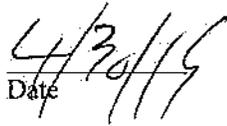
1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility 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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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

  
\_\_\_\_\_  
Signature of Authorized Official

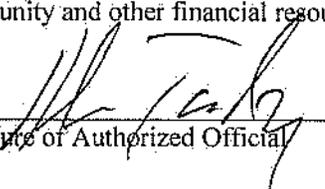
  
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Date

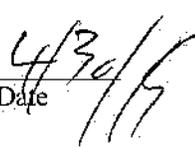
CITY MANAGER  
\_\_\_\_\_  
Title

**OPTIONAL Community Development Block Grant Certification**

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 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 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.

  
\_\_\_\_\_  
Signature of Authorized Official

  
\_\_\_\_\_  
Date

CITY MANAGER

Title

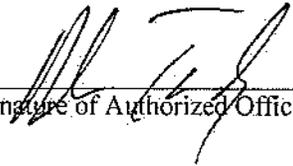
**Specific HOME Certifications**

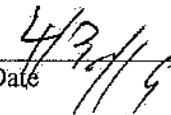
The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**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.

**Subsidy layering** -- 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;

  
\_\_\_\_\_  
Signature of Authorized Official

  
\_\_\_\_\_  
Date

CITY MANAGER  
\_\_\_\_\_  
Title

## **Emergency Solutions Grants Certifications**

The Emergency Solutions Grants Program recipient certifies that:

**Major rehabilitation/conversion/renovation** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

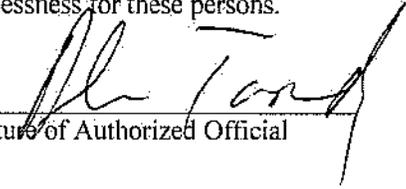
**Matching Funds** – The recipient will obtain matching amounts required under 24 CFR 576.201.

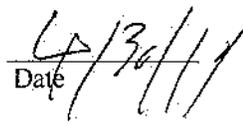
**Confidentiality** – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

**Discharge Policy** – The recipient will establish 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, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

  
\_\_\_\_\_  
Signature of Authorized Official

  
\_\_\_\_\_  
Date

CITY MANAGER  
\_\_\_\_\_  
Title

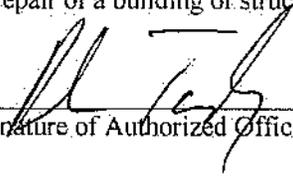
**Housing Opportunities for Persons With AIDS Certifications**

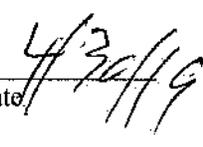
The HOPWA grantee certifies that:

**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 consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

  
\_\_\_\_\_  
Signature of Authorized Official

  
\_\_\_\_\_  
Date

CITY MANAGER  
\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **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.