

# 2022-2023 Action Plan



**May 9, 2022**

City of Upland  
Development Services Department  
460 N. Euclid Avenue  
Upland, CA 91786

City of Upland  
2022-2023 Action Plan

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# Executive Summary

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

### 1. Introduction

The Consolidated Plan 2020-2024 was approved on May 11, 2020.

The 2022-23 Action Plan is the third of five annual plans implementing the 2020-24 Consolidated Plan Strategic Plan goals for the investment of annual allocations of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). The Action Plan identifies available resources, annual goals, projects, and activities for the period beginning July 1, 2022 and ending June 30, 2023.

The City receives CDBG funds from HUD on a formula basis each year, and in turn, awards grants to nonprofit, for-profit, or public organizations for programs and projects in furtherance of its 2022-2023 Annual Action Plan. The CDBG programs generally provide for a wide range of eligible activities for the benefit of low-and-moderate-income Upland residents, as discussed below.

#### Community Development Block Grant (CDBG)

The Housing and Community Development Act of 1974 created the CDBG Program. The primary objective of the CDBG program is the development of viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low-and moderate-income. The CDBG regulations require that each activity meet one (1) of the following national objectives:

- Benefit low-and moderate-income persons;
- Aid in the prevention or elimination of slums and blight; or
- Meet other community development needs having a particular urgency.

Each year, the City certifies with the submission of its Annual Action Plan that it has given maximum feasible priority to activities, which meet the first and second objectives above. Additionally, the City certifies that no less than 70% of the CDBG funds received, over a three-year certification period, will be designed to benefit low- and moderate-income persons.

#### 2022-2023 Program Year

This document formally introduces the City of Upland second year's Annual Action Plan. For the 2022-2023 program year, the City will receive \$610,210 of CDBG funds. There is no CDBG program income. The following program activities will be implemented from July 1, 2022 to June 30, 2023.

**ACTIVITIES TO BE UNDERTAKEN**

Table FY 2022-23 Action Plan summarizes recommendations of the CDBG Committee on public service programs and on capital projects to the City Council of Upland for FY 2022-23.

| <b>Table FY 2022-23 Action Plan: City of Upland<br/>CDBG Programs and Projects</b>   | <b>Actual<br/>Allocation<br/>FY 22-23</b> |
|--|---|
| <b>Public Services</b>   | <b>\$91,531.50</b>                        |
| Foothill Family Shelter – Stepping Stone Program   | 15,000                                    |
| St. Joseph’s Church – His Hands Food Program   | 18,000                                    |
| Pacific Lifeline – Women’s Shelter   | 8,000                                     |
| Inland Valley Hope Partners – Food Security Program  | 10,000                                    |
| Catholic Charities – Upland Community Resource Center  | 30,122                                    |
| Easterseals of Southern California   | 10,409.50                                 |
|  |   |
| <b>Capital Projects</b>  | <b>\$396,636.50</b>                       |
| City of Upland – Landecena Interior Improvement Project FY 22-23   | 166,000                                   |
| City of Upland – Downtown Parking Lot Improvement Program FY 22-23   | 146,450                                   |
| City of Upland - Emergency Repair Program FY 22-23   | 84,186.50                                 |
|  |   |
| <b>Planning and Administration</b>   | <b>\$122,042</b>                          |
| Administrative & Economic Development Costs  | 76,542                                    |
| Inland Fair Housing and Mediation Board – Fair Housing   | 26,000                                    |
| Inland Fair Housing and Mediation Board – Landlord/Tenant Mediation  | 19,500                                    |
| Program Income (none)  | 0.00                                      |
| <b>Allocation for FY 2022-23</b>   | <b>\$610,210</b>                          |
| \$13,002.03 of unallocated CDBG funds from FY 19-20 will be rolled over to Capital Project: Emergency Repair Program FY 22-23. |   |

Entitlement, Sec. 106(b) for FY 2022-23 CDBG will be awarded before June 30, 2022. In the event FY 2022-23 funds are increased or decreased, the CDBG Committee approved the following: Public Services appropriation to be directed evenly between Catholic Charities and Easterseals Southern California; and Capital Improvement Projects to be directed to the Emergency Repair Program.

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

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis, or the strategic plan.

HUD's Community Planning and Development (CPD) Outcome Performance Measurement Framework classifies objectives in three (3) categories: decent housing, a suitable living environment, and economic opportunity. Based on the Needs Assessment and Market Analysis, the Strategic Plan identifies 8 high priority needs to be addressed through the implementation of activities aligned with 8 strategic Plan goals.

The highest priority needs include:

- Business enhancement through facade rehabilitation
- Improve neighborhoods
- Improve public facilities and infrastructure
- Provide public services for low-income residents
- Prevent and eliminate homelessness
- Ensure equal access to housing opportunities
- Strengthen economic opportunity through business and job creation
- Preserve the supply of affordable housing

**Table 2 - The following goals are identified in the Strategic Plan:**

|   | <b>Goal Name</b>                        | <b>Category</b>                   | <b>Needs Assessed</b>                              | <b>Goal Outcome Indicator</b>                                     |
|---|---|-----------------------------------|--|---|
| 1 | Facade Rehabilitation                   | Non-Housing Community Development | Business enhancement through facade rehabilitation | Facade business rehabilitation                                    |
| 2 | Neighborhood Preservation               | Non-Housing Community Development | Improve Neighborhoods                              | Public Service activity other than low mod income housing benefit |
| 3 | Public Facilities Improvement           | Non-Housing Community Development | Improve public facilities and infrastructure       | Public Facility or infrastructure                                 |
| 4 | Public Services for low-income families | Public Services                   | Provide public services to low-income residents    | Public Service  |
| 5 | Homeless Prevention Services            | Homeless                          | Prevent and eliminate homelessness                 | Public Service  |

|   |                       |                                   |   |   |
|---|-----------------------|-----------------------------------|---|---|
| 6 | Fair Housing Services | Affordable Housing                | Ensure equal access to housing opportunities                      | Other: Person Assisted                  |
| 7 | Economic Opportunity  | non-Housing Community Development | Strengthen economic opportunity through business and job creation | Direct Financial Assistance for profits |
| 8 | Housing Preservation  | Affordable Housing                | Preserve the supply of affordable housing                         | Housing Units                           |

### 3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City is currently implementing the projects and activities in the 2022-23 Action Plan.

#### Goals

The investment of HUD resources meeting the Consolidated Plan of 2020-2024 program years is a catalyst for positive change in the community. Together with other federal, state, and local investments, HUD resources allowed the City and its partners to accomplish the following goals:

- Support services for Homelessness Prevention assisting 201 persons
- Support services to aid food distribution programs assisting 1,295 persons
- Support services to air drug/alcohol abuse recovery programs assisting 69 persons
- Assist in financing the rehabilitation of 1 single family housing unit
- Provide emergency repairs to 19 single family & mobile homes for low-income families
- Fund the graffiti removal program to eliminate 911 incidents
- Fund the improvements to 1 park community facility
- Provide tenant/landlord counseling services to 797 persons
- Assist 158 low-and moderate-income renter households through fair housing services
- Continue to improve economic development by funding programs such as economic strategy programs.
- Provide loan assistance for first time homebuyers
- Complete infrastructure projects to include concrete and street improvements

While the City and local partners were able to successfully implement the activities listed above during the last two (2) years, there were insufficient resources to fully address the level of need identified in the Consolidated Plan. The State of California's June 2011 passage of AB1X2, and subsequent court decisions and clarifying legislation, to eliminate Redevelopment Agencies - a substantial funding source for housing, community, and economic development programs in California-significantly curtailed the City's ability to implement activities that benefit low-and moderate-income residents.

## Past Performance

**Table 3 – Past Performance**

| Strategic Plan Goal/Activity   | Unit Measure | 5-Year Goal   | FY 20/21 | FY 21/22 | FY 22/23 | FY 23/24 | FY 24/25 | YTD Total    |
|--|--------------|---------------|----------|----------|----------|----------|----------|--------------|
| <b>Priority 1- Façade Rehabilitation</b>                               |              | <b>15</b>     |          |          |          |          |          | <b>1</b>     |
| Downtown Façade Program FY 18-19                                       | Businesses   |               |          | 1        |          |          |          |              |
| Downtown Façade Program FY 19-20                                       | Businesses   |               |          |          |          |          |          |              |
| Downtown Façade Program FY 20-21                                       | Businesses   |               |          |          |          |          |          |              |
| Downtown Façade Program FY 21-22                                       | Businesses   |               |          |          |          |          |          |              |
| Parklet Program CDBG CV1 FY 20-21                                      | Businesses   |               |          |          |          |          |          |              |
| <b>Priority 2- Neighborhood Preservation</b>                           |              | <b>60,000</b> |          |          |          |          |          | <b>911</b>   |
| Graffiti Removal (incident calls) FY 20-21                             | Removal      |               | 911      | N/A      |          |          |          |              |
| <b>Priority 3- Public Facilities Improvements</b>                      |              | <b>2,000</b>  |          |          |          |          |          | <b>500</b>   |
| Landecena Interior Improvement FY 19-20                                | Persons      |               | 500      |          |          |          |          |              |
| <b>Priority 4- Public Service to low-income Families</b>               |              | <b>2,375</b>  |          |          |          |          |          | <b>1,361</b> |
| Sova Food Security Program   | Persons      |               | 120      | N/A      |          |          |          |              |
| Inland Valley Recovery Services  | Persons      |               | 43       | N/A      |          |          |          |              |
| Inland Valley Recovery Services CDBG CV1 FY 20-21                      | Persons      |               | 26       | N/A      |          |          |          |              |
| Inland Valley Hope Partners- Food Services CDBG CV1 FY 20-21           | Persons      |               | 120      | N/A      |          |          |          |              |
| Catholic Charities- Upland Community Resources                         |              |               |          | 229      |          |          |          |              |
| Catholic Charities- Upland Community Resources CDBG CV3 FY 20-21       |              |               |          | 34       |          |          |          |              |
| Aging Next- Senior Services  | Persons      |               |          | 15       |          |          |          |              |
| Senior Grocery Delivery Program CDBG CV1 FY 20-21                      | Persons      |               | 100      | N/A      |          |          |          |              |
| Senior Grocery Delivery Program CDBG CV3 FY 20-21                      | Persons      |               |          | 42       |          |          |          |              |
| St. Joseph's -His Hand Food Program CDBG CV1 FY 20-21                  | Persons      |               | 54       | N/A      |          |          |          |              |
| St. Joseph's- His Hand Food Program                                    | Persons      |               | 309      | 269      |          |          |          |              |
| <b>Priority 5- Homelessness Prevention Services</b>                    |              | <b>295</b>    |          |          |          |          |          | <b>223</b>   |
| U-HOPE Upland Homeless Outreach Prevention Education                   | Persons      |               | 4        | N/A      |          |          |          |              |
| U-HOPE Upland Homeless Outreach Prevention Education CDBG CV1 FY 20-21 | Persons      |               | 6        | 8        |          |          |          |              |
| Foothill Family Shelter- Stepping Stone Program                        | Persons      |               | 57       | 16       |          |          |          |              |
| Foothill Family Shelter- Stepping Stone Program CDBG CV1 FY 20-21      | Persons      |               | 69       | N/A      |          |          |          |              |
| Foothill Family Shelter- Stepping Stone Program CDBG CV3 FY 20-21      | Persons      |               |          | 2        |          |          |          |              |
| Impact Southern California- Homeless Prevention                        | Persons      |               |          | 20       |          |          |          |              |
| Pacific Lifeline- Case Management CDBG CV3 FY 20-21                    | Persons      |               |          | 7        |          |          |          |              |
| Pacific Lifeline- Women's Shelter CDBG CV1 FY 20-21                    | Persons      |               | 6        | N/A      |          |          |          |              |
| Pacific Lifeline- Women's Shelter                                      | Persons      |               | 4        | 24       |          |          |          |              |

|  |            |              |     |     |     |
|--|------------|--------------|-----|-----|-----|
| <b>Priority 6- Fair Housing Services</b>           |            | <b>2,500</b> |     |     | 955 |
| Fair Housing Services                              | Persons    |              | 98  | 60  |     |
| Landlord and Tenant Mediation Services             | Persons    |              | 397 | 400 |     |
| <b>Priority 7- Housing Preservation</b>            |            | <b>50</b>    |     |     | 19  |
| Emergency Repair Program FY 19-20                  | Households |              | 8   | 2   |     |
| Emergency Repair Program FY 20-21                  | Households |              |     | 9   |     |
| Emergency Repair Program FY 21-22                  | Households |              |     |     |     |
| <b>Priority 8- Economic Opportunity</b>            |            | <b>10</b>    |     |     | 26  |
| Business Assistance & Attraction Program FY 18-19  | Businesses |              |     | 2   |     |
| Business Assistance & Attraction Program FY 19-20  | Businesses |              |     |     |     |
| Business Assistance & Attraction Program FY 19-20  | Businesses |              |     |     |     |
| Business Assistance & Attraction Program FY 20-21  | Businesses |              |     |     |     |
| Rent Recovery for Small Business CDBG CV3 FY 20-21 | Businesses |              | 24  | N/A |     |

#### **4. Summary of Citizen Participation Process and Consultation Process**

Summary from citizen participation section of plan.

Subsequent to the enactment of the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009, HUD revised the Consolidated Plan regulations at 24 CFR Part 91 to emphasize the importance of citizen participation and consultation in the development of the Consolidated Plan. HUD strengthened the consultation process with requirements for consultation with the CoC (Continuum of Care), Public Housing Authorities (PHA), business leaders, civic leaders, and public or private agencies that address housing, health, social service, victim services, employment, or education needs of low-income individuals and families, homeless individuals and families, youth and/or other persons with special needs. Together with the analytic capabilities of the eCon Plan Suite, HUD's online Consolidated Plan template, these requirements created the conditions necessary to implement a collaborative, data-driven and place-based planning process that includes a robust level of citizen participation and consultation.

The City adopted a new Citizen Participation Plan on July 11, 2020 that reflects regulatory changes and process improvements. On July 27, 2020, a substantial amendment was approved by the City to include the CARES Act funding authorization by HUD via waiver to respond to the emergency situation and conform with flexibilities granted by HUD. In accordance with the City's adopted Citizen Participation Plan, the City facilitated citizen participation through surveys, community meetings and public hearings. Efforts were made to encourage participation by low-and-moderate-income persons, particularly those living in slum and blighted areas and in areas where HUD funds are proposed to be used, and by residents of predominantly low-and-moderate-income neighborhoods. The City also made efforts to encourage the participation of minorities and non-English speaking persons, as well as persons with disabilities. The consultation process included representatives of the CoC, PHA, and other specified groups who completed surveys, provided local data, and assisted the City to ensure practical coordination of strategies to maximize impact and to avoid duplication of effort.

#### **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

In the development of the Action Plan, the City solicited applications through the 2022-23 Notice of Funds Availability (NOFA) process from the City Departments for housing, community, and economic development projects. The notice of funding for FY 2022-2023 Action Plan was published on November 22, 2021, and December 6, 2021. Applications were submitted on January 13, 2022 and reviewed for eligibility. A public meeting/hearing was held on March 15, 2022 to distribute applications to the committee members and provide an introductory presentation to CDBG funding. The second public meeting/hearing was held on March 22, 2022 to provide department and non-profit presentations to the committee and to discuss final recommendations to City Council.

The draft Action Plan was available for public review and comments from April 8, 2022 to May 9, 2022. The City Council convened a public hearing on May 9, 2022 to receive public comments.

**Public Comments**

No public comments received.

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

All comments and views received by the City in the development of the Action Plan were accepted and taken into consideration in the development of the Action Plan.

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

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

**Table 4 – Responsible Agencies**

| <b>Agency Role</b> | <b>Name</b> | <b>Department/Agency</b>        |
|--------------------|-------------|---------------------------------|
| CDBG Administrator | UPLAND      | Development Services Department |

#### **Narrative (optional)**

City of Upland Development Services Department is the lead agency responsible for the administration of the CDBG programs. The Development Services Department contracted with LDM Associates, Inc. to prepare the 2020-2024 Consolidated Plan and City Staff prepared the 2022-2023 Action Plan.

In the development of this Consolidated Plan, LDM Associates, Inc. developed and implemented a comprehensive citizen participation and consultation process and conducted a needs assessment and market analysis to identify levels of relative need regarding affordable housing, homelessness, special needs, and community development. This information was gathered through consultation with public officials and local agencies, public outreach and community meetings, review of demographic and economic data, and housing market analysis.

In the implementation of the 2020-2024 Consolidated Plan and each of the five (5) Annual Action Plans, the Development Services Department shall be responsible for all grants planning, management, and monitoring duties necessary to comply with HUD regulations and City policy.

#### **Consolidated Plan Public Contact Information**

Development Services Department

460 N Euclid Ave Upland Ca 91786

(909) 931-4300

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

### **1. Introduction**

The City of Upland consulted with representatives from multiple agencies, groups, and organizations involved in the development of affordable housing, creation of job opportunities for low- and moderate-income residents, and/or provision of services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons. To facilitate this consultation, the City solicited feedback through the following methods:

- Stakeholder surveys (web-based and paper-surveys)
- Individual stakeholder consultations
- Community meetings
- Public hearings
- Receipt of written comments

The input gathered from these consultation partners helped establish and inform the objectives and goals described in the Strategic Plan. Specific comments received from consultation partners are included in the Attachments section of the Consolidated Plan.

**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(I)).**

The City recognizes the importance of careful coordination and alignment among various service providers to maximize the effectiveness of their programs. As a result, during the development of this Consolidated Plan, the City consulted closely with organizations that provide assisted housing, health services and other community-focused agencies. Outreach efforts included surveys including specific questions associated with coordination, invitations to community meetings and follow-up in-person interviews where appropriate.

The City further recognizes the importance of continued coordination and alignment during the upcoming four (3) year planning period with these organizations and agencies. The City will work on strengthening relationships and alignment among these organizations.

**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.**

San Bernardino County’s homeless Continuum of Care (CoC) is comprised of a network of public, private, faith-based, for-profit, and non-profit service providers who utilize several federal, state, and local resources to provide services for homeless people. The region’s municipalities, including the City of

Upland, also provide resources for services that assist the homeless and those at risk of becoming homeless. The non-profit and faith-based community plays a key role in the current CoC system. Hundreds of agencies throughout the County provide programs ranging from feeding the homeless on the street to creating permanent supportive housing opportunities. These services are available to homeless families with children, and single men and women. The non-profit and faith-based community also serves special needs populations, such as victims of domestic violence, veterans, the disabled and youth.

The CoC guides the development of homeless strategies and the implementation of programs to end homelessness throughout the region. The City provided a detailed questionnaire to the CoC to identify the CoC's perceived needs in the county and its objectives to address the needs of different homeless persons populations, specifically chronically homeless families and individuals, families with children, veterans, unaccompanied youth, and persons at risk of homelessness. Following the delivery and response to this questionnaire, the City followed up with the CoC to clarify existing needs and objectives and understand opportunities for collaboration and coordination during the five-year planning process.

**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.**

Although not a direct ESG entitlement community, the City of Upland consulted housing, social service and other entities involved in housing community and economic development in Upland and throughout the region to obtain valuable information on the priority needs in Upland and how CDBG and other resources should be invested to provide decent affordable housing, a suitable living environment, and economic opportunities for low- and moderate-income residents. The San Bernardino County Continuum of Care (CoC) was consulted directly by telephone and email to discuss performance standards, outcomes, and policies and procedures for HMIS. The City of Upland was referred to the Ten-Year Plan to End Homelessness and publicly available reports.

The San Bernardino County CoC consults with jurisdictions on an on-going basis. A collaborative has been formed and quarterly meetings are held with representatives of local jurisdictions and the CoC. During the meetings funding priorities are determined which are consistent with the Ten-Year Plan to End Homelessness. In the San Bernardino County, funds such as Emergency Solutions Grant (ESG) funds are directed toward emergency shelter and rapid-rehousing programs.

The San Bernardino County CoC performance standards and outcome evaluation methodology is based on data collected from HMIS and Annual Performance Reports (APR's), including data such as employment income, access to mainstream resources, transition to permanent housing, remaining in permanent housing, leveraging, spending, HMIS data quality participation in the PIT Counts and the Homeless Inventory County (HIC). In recent years, the San Bernardino County CoC has reviewed performance criteria gathered from HMIS including, average length of stay, rate of permanent housing exists, rate of returns, net exits to permanent housing, rate of net exits and project budgets through a Performance

Improvement Calculator. This information provides the CoC the extent to which projects result in rapid return to permanent housing and the cost of programs.

Table 5 provides a listing of the entities consulted as part of this planning process.

2. 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.

Table 5 – Agencies, groups, organizations who participated

|   |  |  |
|---|--|--|
| 1 | <b>Agency/Group/Organization</b>   | San Bernardino County Workforce Investment Board |
|   | <b>Agency/Group/Organization Type</b>  | Services - Housing<br>Services-Employment        |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Economic Development                             |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | survey   |
| 2 | <b>Agency/Group/Organization</b>   | Inland Fair Housing and Mediation Board          |
|   | <b>Agency/Group/Organization Type</b>  | Services - Housing                               |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | 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> | survey   |
| 3 | <b>Agency/Group/Organization</b>   | Victor Valley Community Services Council         |
|   | <b>Agency/Group/Organization Type</b>  | Services - Housing                               |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment                          |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | survey   |

|   |  |   |
|---|--|---|
| 4 | <b>Agency/Group/Organization</b>   | Southern CA Council of Governments (SCAG) |
|   | <b>Agency/Group/Organization Type</b>  | Regional organization                     |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment                   |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | survey                                    |

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

The City attempts to maintain a current and comprehensive list of agencies, organizations, and other stakeholders and invited representatives from each entity to participate at multiple points in the planning process. If an agency did not attend meetings or participate in surveys, it was done so by the agency's choice.

If an agency or organization was not consulted and would like to be included in the city's list of stakeholders. the agency or organization may contact the Development Services Department at (909) 931-4334.

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

**Table 6 – Other local / regional / federal planning efforts**

| <b>Name of Plan</b>            | <b>Lead Organization</b>                       | <b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>   |
|--------------------------------|--|---|
| Continuum of Care              | Human Services Office of Homeless Services     | The Homelessness Prevention Services of the County of San Bernardino 10-Year Strategy to End Homelessness.  |
| City 2013-2021 Housing Element | City of Upland Development Services Department | The Goals of the Strategic Plan are consistent with the Housing Element with respect to affordable housing development, affordable housing preservation and furthering fair housing choice. |

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

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation.**

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

The City established and followed a process for the development of the five-year Consolidated Plan and the 2022-23 Action Plan that included broad participation from the community. These activities were coordinated and implemented by the Development Services Department.

Community meetings to discuss the housing and community development needs in the community were held on October 2, 2019 and October 26, 2019. Two (2) public hearings were held at different states in the development of the Consolidated Plan. The first public hearing/meeting on February 13, 2020 focused on the housing, community, and economic development strategies/needs in the community with City staff and the City's committee present. The second hearing on May 11, 2020 was to receive comments on the draft 2020-2024 Consolidated Plan.

At each step in the process, the City was careful to ensure that low-and-moderate-income residents, members of minority groups, agencies involved in the provision of services to these populations, and others who are directly impacted by the programs and activities supported by the Consolidated Plan programs had the opportunity to be actively involved.

A public meeting/hearing to discuss applications received and provide an introductory presentation in response to the City's Notice of Funds Availability (NOFA) for 2022-23 CDBG was held before the CDBG Committee on March 15, 2022. A public meeting on March 22, 2022 was held to present to the Committee the departmental and non-profit presentations as well as discuss final recommendations. No public comments were received. The public hearing to receive comments on the draft 2022-23 Annual Action Plan was held before the City Council on May 9, 2022.

In the preparation of the 2022-23 Annual Action Plan the City followed the process established for citizen participation set forth in the Citizen Participation Plan. To promote greater public accessibility to program documents, the Citizen Participation Plan, Consolidated Plan, Action Plans, CAPERs and the Analysis of Impediments to Fair Housing Choice are posted on the City website at: <http://www.ci.upland.ca.us/CDBG>

Copies are also made available for review at the following locations:

Upland City Hall, 460 N. Euclid Avenue, Upland, CA 91786  
Upland Public Library, 450 N. Euclid Avenue, Upland, CA 91786  
[www.uplandca.gov/CDBG](http://www.uplandca.gov/CDBG)

**Citizen Participation Outreach**

**Table 7 – 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 | URL (If applicable) |
|------------|-------------------|--|---|------------------------------|--|---------------------|
| 1          | Newspaper Ad      | Non-English Speaking - Specify other language: Spanish | Newspaper ad published November 22, 2021 and December 6, 2021 in English and Spanish in the Inland Valley Daily Bulletin announcing the NOFA for the FY 2022-23 CDBG program year. Application due to the City on January 13, 2022. | Not applicable               | Not applicable                               |                     |
| 2          | Internet Outreach | Non-targeted/broad community                           | None received   | None received                | None received                                |                     |
| 3          | Public Meeting    | Non-English Speaking - Specify other language: Spanish | Newspaper ad published March 11, 2022 - Introductory meeting to review and discuss CDBG items to Committee on March 15, 2022.   | None received                | None received                                |                     |

| Sort Order | Mode of Outreach | Target of Outreach   | Summary of response/attendance   | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|--|--|------------------------------|--|---------------------|
| 4          | Public Meeting   | Non-English Speaking - Specify other language: Spanish                                     | Newspaper ad published March 16, 2022 - Department and non-profit applicant presentations to committee members on March 22, 2022.      | None received                | None received                                |                     |
| 5          | Newspaper Ad     | Non-English Speaking - Specify other language: Spanish<br><br>Non-targeted/broad community | Published newspaper ad on April 8, 2022 announcing availability of the draft Action Plan FY 2022-23 for public hearing on May 9, 2022. | None received                | None received                                |                     |
| 6          | Public Meeting   | Non-English Speaking - Specify other language: Spanish<br><br>Non-targeted/broad community | Public Hearing of draft Action Plan FY 2022-23 before the Upland City Council on May 9, 2022 at 7:00 p.m.                              | None received                | None received                                |                     |

## Expected Resources

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

#### Introduction

The strategic plan goals included in this Consolidated Plan are based on resources that are reasonably anticipated to be available to the City from federal, state, local and private sources from July 1, 2020 through June 30, 2025. The actual resources available to support activities during the implementation of this Consolidated Plan may vary significantly due to factors outside of the City's control. For example, HUD formula grant allocations are subject to change each year based on several factors such as the amount of the national appropriation, changes in ACS population data applied to the CPD grant formulas, statutory changes to the CPD grant formulas, the addition or removal of entitlements receiving a particular CPD grant and the availability of reallocated funds. Additionally, state, local, and private resources will vary significantly depending on economic conditions.

For Program Year 2022, the City will receive \$610,210 of CDBG funds from HUD. When these amounts are combined with prior year resources available for inclusion in the 2022 Annual Action Plan, the City anticipates the availability of approximately \$3.3 million of CDBG funds during the five-year period beginning July 1, 2020 and ending June 30, 2025.

Entitlement, Sec. 106(b) for FY 2022-23 CDBG will be awarded before June 30, 2022. In the event FY 2022-23 funds are increased or decreased, the CDBG Committee approved the following: Public Services appropriation to be directed evenly between Catholic Charities and Easterseals Southern California; and Capital Improvement Projects to be directed to the Emergency Repair Program.

**Anticipated Resources**

**Table 8 - Expected Resources – Priority Table**

| Program | Source of Funds  | Uses of Funds  | Expected Amount Available Year 3 |                    |                          |           | Expected Amount Available Remainder of ConPlan \$ | Narrative Description  |
|---------|------------------|--|----------------------------------|--------------------|--------------------------|-----------|---|--|
|         |                  |  | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$ |   |  |
| CDBG    | public - federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | 610,210                          | 0                  | 0                        | 610,210   | 2,061,364   | The expected amount available for the remainder of the Consolidated Plan period assumes level funding in future years. |

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

As a City with substantial housing and community development needs, Upland needs to leverage its CDBG entitlement grants with a variety of funding resources to maximize the effectiveness of available funds. The City’s former Redevelopment Agency was the City’s primary non-federal source of leveraged funds. With the elimination of the City’s Redevelopment Agency, the City’s ability to leverage federal funds has been substantially reduced. The City is currently seeking new opportunities to leverage federal funds, such as the State HOME and CalHOME programs as well as Continuum of Care (CoC) funds.

## **Federal Resources**

- Continuum of Care (CoC) Program
- HUD Veterans Affairs supportive Housing (HUD-VASH)
- Supportive Housing for the Elderly (Section 202)
- Supportive Housing for Persons with Disabilities (Section 811)
- Housing Opportunities for Persons with AIDS (HOPWA)
- Youthbuild
- Federal Low-Income Housing Tax Credit Program

## **State Resources**

- State Low-Income Housing Tax Credit Program
- Building Equity and Growth in Neighborhoods Program (BEGIN)
- CalHome Program
- Multifamily Housing Program (MHP)
- Housing Related Parks Grant
- CalHFA Single and Multi-Family Program
- Mental Health Service Act (MHSA) Funding

## **Local Resources**

- San Bernardino County Homeless Partnership (SBCHP)
- Housing Authority of the County of San Bernardino (HACSB)
- Southern California Home Financing Authority (SCHFA) Funding
- San Bernardino County Continuum of Care Program
- Upland Housing Fund

**Private Resources**

- Federal Home Loan Bank Affordable Housing Program (AHP)
- Community Reinvestment Act Programs
- United Way Funding
- Private Contributions

**Matching Requirements**

The City receives CDBG funds and does not receive HOME or ESG funds, therefore it is not required to provide any match.

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

In December 2011, the California Supreme Court upheld Assembly Bill 1X 26, which barred Redevelopment Agencies from engaging in new business and provided for their windup and dissolution. In the last eight years, the elimination of the Redevelopment Agencies has resulted in the loss of a crucial resource for the development and preservation of affordable housing. This was the most significant public policy change impacting affordable housing and residential investment.

While there are mechanisms whereby certain affordable housing assets are tied to the former Redevelopment Agencies (Successor Agencies) that may be utilized today, these resources are finite and scarce.

### **Discussion**

The City expects to leverage its Upland Housing Fund monies with other public and private funding sources, including but not limited to:

- Low-Income Housing Tax Credits
- Project-based Section 8 certificates
- Project financing at favorable interest rates from local lenders
- Private market real estate investments
- Market rate housing that subsidizes affordable units on the same development site

Assuming continued level funding of the CDBG program, the City expects to spend approximately \$1,015,480 of CDBG funds on community development, public facilities, infrastructure, and neighborhood services activities that promote a suitable living environment between July 2020 and June 2025. It is anticipated that approximately \$600,000 of this will be spent on business assistance and attraction projects and that \$1,078,095 will be spent on neighborhood preservation.

Assuming continued level funding of the CDBG program, the City expects to spend approximately \$500,000 of CDBG funds on business enhancement activities that support local small businesses between July 2020 and June 2025, through a commercial rehabilitation program. And with, the creation of jobs, through the Business Assistance and Attraction Program with funding of approximately \$422,538.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Table 9 – Goals Summary

| Sort Order | Goal Name                      | Start Year | End Year | Category                          | Geographic Area                                     | Needs Addressed                                    | Funding         | Goal Outcome Indicator   |
|------------|--------------------------------|------------|----------|-----------------------------------|---|--|-----------------|--|
| 1          | Facade Rehabilitation          | 2020       | 2024     | Non-Housing Community Development | Historic Downtown                                   | Business enhancement through facade rehabilitation | CDBG: \$0       | Facade treatment/business building rehabilitation: 0 Business  |
| 2          | Neighborhood Preservation      | 2020       | 2024     | Non-Housing Community Development | Low- and Moderate-Income Census Tracts/Block Groups | Improve neighborhoods                              | CDBG: \$0       | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted      |
| 3          | Public Facilities Improvements | 2020       | 2024     | Non-Housing Community Development | Low- and Moderate-Income Census Tracts/Block Groups | Public facilities and infrastructure               | CDBG: \$328,059 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 10,500 Persons Assisted |

| <b>Sort Order</b> | <b>Goal Name</b>                        | <b>Start Year</b> | <b>End Year</b> | <b>Category</b>                   | <b>Geographic Area</b> | <b>Needs Addressed</b>                                      | <b>Funding</b>    | <b>Goal Outcome Indicator</b>  |
|-------------------|---|-------------------|-----------------|-----------------------------------|------------------------|---|-------------------|--|
| <b>4</b>          | Public Services for low-income families | 2020              | 2024            | Non-Housing Community Development | Citywide               | Public services to low-income residents                     | CDBG: \$68,531.50 | Public service activities other than Low/Moderate Income Housing Benefit: 518 Persons Assisted |
| <b>5</b>          | Homelessness Prevention Services        | 2020              | 2024            | Homeless                          | Citywide               | Prevent and eliminate homelessness                          | CDBG: \$23,000    | Homelessness Prevention: 26 Persons Assisted   |
| <b>6</b>          | Fair Housing Services                   | 2020              | 2024            | Affordable Housing                | Citywide               | Ensure equal access to housing opportunities                | CDBG: \$45,500    | Other: 300 Other   |
| <b>7</b>          | Economic Opportunity                    | 2020              | 2024            | Non-Housing Community Development | Historic Downtown      | Strengthen economic opportunity through business assistance | CDBG: \$0         | Jobs created/retained: 0   |
| <b>8</b>          | Housing Preservation                    | 2020              | 2024            | Affordable Housing                | Citywide               | Preserve the supply of affordable housing                   | CDBG: \$68,577.50 | Homeowner Housing Rehabilitated: 6 Household Housing Unit                                      |

| Sort Order | Goal Name           | Start Year | End Year | Category   | Geographic Area | Needs Addressed   | Funding               | Goal Outcome Indicator                         |
|------------|---------------------|------------|----------|--|-----------------|---|-----------------------|--|
| 9          | CDBG Administration | 2020       | 2024     | Affordable Housing<br>Public Housing<br>Homeless<br>Non-Homeless<br>Special Needs<br>Non-Housing<br>Community<br>Development | Citywide        | Business enhancement through façade rehabilitation<br><br>Public services to low-income residents<br><br>Prevent and eliminate homelessness<br><br>Ensure equal access to housing opportunities<br><br>Strengthen economic opportunity through business assistance<br><br>Preserve the supply of affordable housing | CDBG:<br><br>\$76,542 | Administration services to the CDBG program.   |
| 10         | COVID-19 Response   | 2019       | 2025     | Non-Housing<br>Community<br>Development  | Citywide        | COVID-19 Impact   | CDBG-CV1:<br>\$0      | Goal outcomes associated with program activity |
| 11         | COVID-19 Response   | 2019       | 2025     | Non-Housing<br>Community<br>Development  | Citywide        | COVID-19 Impact   | CDBG-CV3:<br>\$0      | Goal outcomes associated with program activity |

## Goal Descriptions

Table 10 – Goal Descriptions

|   |                         |  |
|---|-------------------------|--|
| 1 | <b>Goal Name</b>        | Facade Rehabilitation  |
|   | <b>Goal Description</b> | Preserve and strengthen opportunities for business through financial activities that assist in improving the appearance of facade in an attempt to increase business in the area resulting in increased job opportunities. |
| 2 | <b>Goal Name</b>        | Neighborhood Preservation  |
|   | <b>Goal Description</b> | Preserve and enhance neighborhood aesthetics and improve infrastructure to benefit low- and moderate-income people or those presumed under HUD regulations to be low- and moderate-income.                                 |
| 3 | <b>Goal Name</b>        | Public Facilities Improvements   |
|   | <b>Goal Description</b> | Improve City of Upland public facilities and infrastructure to benefit low- and moderate income people or those presumed under HUD regulations to be low- and moderate-income such as elderly people and disabled adults.  |
| 4 | <b>Goal Name</b>        | Public Services for low-income families  |
|   | <b>Goal Description</b> | Provide low- and moderate-income families with a range of public services necessary to prevent homelessness and ameliorate the effects of poverty.   |
| 5 | <b>Goal Name</b>        | Homelessness Prevention Services   |
|   | <b>Goal Description</b> | Support a continuum of services in Upland/SB County to prevent and eliminate homelessness including but not limited to homeless prevention programs, emergency shelter and transitional housing.                           |

|    |                         |   |
|----|-------------------------|---|
| 6  | <b>Goal Name</b>        | Fair Housing Services   |
|    | <b>Goal Description</b> | Fulfill the HUD regulatory mandate to affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination, and landlord-tenant mediation services.   |
| 7  | <b>Goal Name</b>        | Economic Opportunity  |
|    | <b>Goal Description</b> | To address unemployment and underemployment in the community, the City supports development and expansion of local small businesses through the provision of financial assistance to low- and moderate-income local jobs. Businesses seeking to startup a business or expand their existing business in downtown Upland. Businesses can apply for assistance so long as they can create and retain low- and moderate-income jobs. This approach fulfills several needs in the community, including addressing employment opportunity, offering a wide range of products and services to local residents and in creating the sales tax base. |
| 8  | <b>Goal Name</b>        | Housing Preservation  |
|    | <b>Goal Description</b> | Preservation of the quality of existing affordable housing stock occupied by low-moderate income households.  |
| 9  | <b>Goal Name</b>        | CDBG Administration   |
|    | <b>Goal Description</b> | Administration services of the CDBG Program.  |
| 10 | <b>Goal Name</b>        | COVID-19 Response   |
|    | <b>Goal Description</b> | CDBG- CV1 activities to prevent, prepare for, and respond to COVID-19.  |
| 11 | <b>Goal Name</b>        | COVID-19 Response   |
|    | <b>Goal Description</b> | CDBG-CV3 activities to prevent, prepare for, and respond to COVID-19.   |

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

To address the high priority needs identified in the Strategic Plan to the 2020-2025 Consolidated Plan, the City of Upland will invest CDBG funds in projects that preserve affordable housing, provide fair housing services, provide public services to low- and moderate-income residents, prevent homelessness and improve businesses. Together, these projects will address the housing, community, and economic development needs of Upland residents-particularly those residents residing in the CDBG low- and moderate-income areas.

### Projects

**Table 11 - Project Information**

| # | Project Name                                      |
|---|---|
| 1 | Public Facilities Improvements and Infrastructure |
| 2 | Homeless Prevention Services                      |
| 3 | Public Services for low-income-moderate families  |
| 4 | Fair Housing Services                             |
| 5 | CDBG Administration                               |
| 6 | Housing Preservation                              |

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

Based on the Strategic Plan, the City is allocating 80 percent of its CDBG funds (excluding Program Administration) for program year 2022-2023 to projects and activities that benefit low- and moderate-income people.

The primary obstacles to meeting the underserved needs of low- and moderate-income people include lack of funding from federal, state, and other local sources and the high cost of housing that is not affordable to low-income people. To address these obstacles, the City is investing CDBG funds through the 2022-2023 Action Plan in projects that provide façade rehabilitation, economic opportunity, public services for low-income families, services that prevent homelessness, housing preservation and fair housing services.

Entitlement, Sec. 106(b) for FY 2022-23 CDBG will be awarded before June 30, 2022. In the event FY 2022-23 funds are increased or decreased, the CDBG Committee approved the following: Public Services appropriation to be directed evenly between Catholic Charities and Easterseals Southern California; and Capital Improvement Projects to be directed to the Emergency Repair Program.

## AP-38 Project Summary

### Project Summary Information

Table 12 – Project Summary

|   |  |  |
|---|--|--|
| 1 | <b>Project Name</b>  | <b>Landecena Building Interior Improvement Project</b>   |
|   | <b>Target Area</b>   | Low-and Moderate- Income Census Tracts/Blocks Groups   |
|   | <b>Goals Supported</b>   | Public Facilities Improvements   |
|   | <b>Needs Addressed</b>   | Public Facilities and Infrastructure   |
|   | <b>Funding</b>   | CDBG: \$166,000  |
|   | <b>Description</b>   | Improve City of Upland public facilities and infrastructure to benefit low-and moderate-income people. |
|   | <b>Target Date</b>   | 6/30/2023  |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 500 low-and moderate-income people will benefit from the proposed activity.                            |
|   | <b>Location Description</b>  | 1325 San Bernardino Road, Upland, CA 91786   |
|   | <b>Planned Activities</b>  | Public Works- Landecena Interior Improvements FY-22-23   |
| 2 | <b>Project Name</b>  | <b>Downtown Improvement Public Parking Program</b>   |
|   | <b>Target Area</b>   | Citywide   |
|   | <b>Goals Supported</b>   | Public Facilities Improvements   |
|   | <b>Needs Addressed</b>   | Public Facilities and Infrastructure   |
|   | <b>Funding</b>   | CDBG: \$146,450  |
|   | <b>Description</b>   | Improve City of Upland public facilities and infrastructure to eliminate slum and blight.              |
|   | <b>Target Date</b>   | 6/30/2023  |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 10,000 Citywide  |
|   | <b>Location Description</b>  | Citywide   |

|   |  |   |
|---|--|---|
|   | <b>Planned Activities</b>  | Construct public parking infrastructure inclusive to trash enclosures, lighting, landscape, parking signage, increase public parking spaces, and improve ADA access to Downtown amenities.            |
| 3 | <b>Project Name</b>  | Homeless Prevention Services  |
|   | <b>Target Area</b>   | Citywide  |
|   | <b>Goals Supported</b>   | Homelessness Prevention Services  |
|   | <b>Needs Addressed</b>   | Prevent and eliminate homelessness  |
|   | <b>Funding</b>   | CDBG: \$23,000  |
|   | <b>Description</b>   | Support a continuum of services in San Bernardino County to prevent and eliminate homelessness including but not limited to homeless prevention programs, emergency shelter and transitional housing. |
|   | <b>Target Date</b>   | 6/30/2023   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Approximately 26 people will benefit from the proposed activity   |
|   | <b>Location Description</b>  | Citywide  |
|   | <b>Planned Activities</b>  | Foothill Family Shelter – Stepping Stone (16) People - \$15,000<br>Pacific Lifeline – Women’s Shelter (10) People - \$8,000   |
| 4 | <b>Project Name</b>  | <b>Public Services for low-income families</b>  |
|   | <b>Target Area</b>   | Citywide  |
|   | <b>Goals Supported</b>   | Public Services for low- and moderate-income families   |
|   | <b>Needs Addressed</b>   | Public Services for low-and moderate- income residents  |
|   | <b>Funding</b>   | CDBG: \$68,531.50   |
|   | <b>Description</b>   | Provide low-and-moderate-income families with a range of public services necessary to prevent homelessness and ameliorate the effects of poverty.   |
|   | <b>Target Date</b>   | 6/30/2023   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Approximately 518 people will benefit from this proposed activity   |
|   | <b>Location Description</b>  | 1500 South Haven Avenue Suite 100, Ontario, CA 91761  |

|   |  |   |
|---|--|---|
|   | <b>Planned Activities</b>  | Catholic Charities San Bernardino and Riverside Counties – Upland Resource Center (114) People - \$ 30,122<br>St. Joseph Church- Food Pantry (250)- \$18,000<br>Inland Valley Hope Partners-Food Security Program (150)-\$10,000<br>Easterseals Southern California- Diagnostic Clinics (4)-\$10,409.50 |
| 5 | <b>Project Name</b>  | <b>CDBG Administration</b>  |
|   | <b>Target Area</b>   | Citywide  |
|   | <b>Goals Supported</b>   | Public Facilities Improvements and Infrastructures<br>Homelessness Prevention Services<br>Public Services for low income families<br>Fair Housing Services<br>Housing Preservation  |
|   | <b>Needs Addressed</b>   | Improve City of Upland public facilities and infrastructure<br>Prevent and eliminate homelessness<br>Public services to low-income residents<br>Ensure equal access to housing opportunities<br>Preserve the supply of affordable housing   |
|   | <b>Funding</b>   | CDBG: \$76,542  |
|   | <b>Description</b>   | Administrative services to the CDBG program.  |
|   | <b>Target Date</b>   | 6/30/2023   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Not applicable  |
|   | <b>Location Description</b>  | City of Upland 460 North Euclid Avenue, Upland CA 91786   |
|   | <b>Planned Activities</b>  | Administrative Services of the CDBG Program - \$76,542  |
| 6 | <b>Project Name</b>  | <b>Fair Housing Services</b>  |
|   | <b>Target Area</b>   | Citywide  |
|   | <b>Goals Supported</b>   | Fair Housing Services   |
|   | <b>Needs Addressed</b>   | Ensure equal access to housing opportunities  |
|   | <b>Funding</b>   | CDBG: \$45,500 (Fair Housing \$26,000 and Landlord/Tenant Mediation \$19,500)   |

|   |  |   |
|---|--|---|
|   | <b>Description</b>   | Fulfill the HUD regulatory mandate to affirmatively further fair housing choice through the provision of fair housing education, counseling antidiscrimination and landlord tenant mediation services.  |
|   | <b>Target Date</b>   | 6/30/2023   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Approximately 300 people will benefit from this proposed activity.  |
|   | <b>Location Description</b>  | 1500 South Haven Avenue, Suite 100, Ontario CA 91761  |
|   | <b>Planned Activities</b>  | Fair Housing \$26,000 and Landlord/Tenant \$19,500  |
| 7 | <b>Project Name</b>  | <b>Housing Preservation</b>   |
|   | <b>Target Area</b>   | Citywide  |
|   | <b>Goals Supported</b>   | Housing Preservation  |
|   | <b>Needs Addressed</b>   | Preserve the supply of affordable housing   |
|   | <b>Funding</b>   | CDBG: \$84,186.50   |
|   | <b>Description</b>   | Preservation of the physical and functional integrity of existing housing units occupied by low- and moderate-income households in a cost-effective way. Addressing substandard economic segments of the community to ensure their property meets local standards and that all Upland residents have the opportunity to live in decent housing. |
|   | <b>Target Date</b>   | 6/30/2023   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Approximately 8 low-and-moderate income households will be assisted with this proposed activity   |
|   | <b>Location Description</b>  | Citywide  |
|   | <b>Planned Activities</b>  | Emergency Repair Program -\$84,186.50   |

## 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.

Assistance will be primarily directed to low- and moderate-income persons or households, however all public facility improvement and neighborhood preservation project funds will be directed at the CDBG low-and-moderate-income areas are shown on the map included in section SP-10 of the Consolidated Plan. The CDBG low- and moderate-income areas are comprised of low- and moderate-income Census Tract/Block Groups located within Upland City limits. Residents of the CDBG low- and moderate-income areas have median incomes at or below 80 percent of the median household income of \$77,500. Therefore, priority is being established within the Consolidated Plan efforts for allocation priorities in this area.

### Geographic Distribution

Table 13 - Geographic Distribution

| Target Area   | Percentage of Funds |
|---|---------------------|
| Historic Downtown                                   | 65 %                |
| Low- and Moderate-Income Census Tracts/Block Groups | 0 %                 |
| Citywide  | 35 %                |

### Discussion

Based on the Strategic Plan, the City is allocating 80 percent of its non-administrative CDBG funds for program year 2022-2023 to projects and activities that benefit low-and-moderate income people.

Entitlement, Sec. 106(b) for FY 2022-23 CDBG will be awarded before June 30, 2022. In the event FY 2022-23 funds are increased or decreased, the CDBG Committee approved the following: Public Services appropriation to be directed evenly between Catholic Charities and Easterseals Southern California; and Capital Improvement Projects to be directed to the Emergency Repair Program.

# Affordable Housing

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

### Introduction

Although there are two high priority affordable housing needs that have been identified in the 2020-2025 Consolidated Plan, the City of Upland has the ability to leverage other funding sources to address the priority needs associated with affordable housing. The City will utilize Upland Housing Funds that it receives annually and uses to address the two priority needs noted below.

### Expand the Supply of Affordable Housing

Based on evaluation of 2013-2017 ACS and CHAS data, there is a high need for housing units affordable for households earning less than 80 percent of AMI. Of the 8,875 households earning 0-80 percent of AMI in the City, 6,745 are cost burdened households—meaning households paying more than 30 percent of their income for housing. Additionally, 4,595 of the cost burdened households are considered severely cost burdened households—meaning that they pay more than 50 percent of their income for housing. Of the 4,595 severely cost burdened households, 3,325 are renters. Of those severely cost burdened renter households, 2,730 households earn less than 50 percent of AMI and are considered the most at risk of becoming homeless.

### Preserve the Supply of Affordable Housing

As the City's housing stock ages, a growing percentage of housing units may need rehabilitation to allow them to remain safe and habitable. The situation is of particular concern for low-and-moderate-income homeowners who are generally not in a financial position to properly maintain their homes.

The age and condition of Upland's housing stock is an important indicator of potential rehabilitation needs. Commonly, housing over 30 years of age needs some form of major rehabilitation, such as roof replacement, foundation work and plumbing systems. Housing over 15 years of age will generally exhibit deficiencies in terms of paint, weatherization, heating / air-conditioning systems, hot water heaters and finish plumbing fixtures.

According to CHAS data showing the year that housing units were built categorized by owner and renter tenure: total 26,875

- 9,272 or 63 percent of the 14,718 owner-occupied housing units in Upland were built 34 or more years ago (built prior to 1980)
- 4,121 or 28 percent of the 14,718 owner-occupied housing units in Upland were built between 15 and 34 years ago (built between 1980 and 1999)
- 6,686 or 55 percent of the 12,157 renter-occupied housing units in Upland were built 34 or more

years ago (built prior to 1980)

- 4,133 or 34 percent of the 12,157 renter-occupied housing units in Upland were built between 15 and 34 years ago (built between 1980 and 1999)

Preservation of the physical and functional integrity of existing housing units occupied by low-and-moderate-income households is a cost-effective way to invest limited resources to retain existing housing units that are already affordable to low- and moderate-income households in the community. Addressing substandard housing conditions through housing preservation activities provide that all economic segments of the community have the means to ensure that their property meets local standards and that all Upland residents have the opportunity to live in decent housing.

**Table 14 - One Year Goals for Affordable Housing by Support Requirement**

| <b>One Year Goals for the Number of Households to be Supported</b> |     |
|--|-----|
| Homeless   | 26  |
| Non-Homeless   | 818 |
| Special-Needs  | 0   |
| Total  | 863 |

**Table 15 - One Year Goals for Affordable Housing by Support Type**

| <b>One Year Goals for the Number of Households Supported Through</b> |   |
|--|---|
| Rental Assistance  | 0 |
| The Production of New Units  | 0 |
| Rehab of Existing Units  | 8 |
| Acquisition of Existing Units  | 0 |
| Total  | 8 |

**Discussion**

Although the City has made it a high priority need to expand the supply of affordable housing and a high priority need to preserve the supply of affordable housing, during the 2022-2023 program year, the City of Upland will invest Upland Housing Fund monies in the preservation of affordable housing units. Specifically, Upland Housing Fund dollars will be used to support affordable housing preservation projects through the Housing Rehabilitation Program. In addition, the City is prioritizing the investment of State HOME Program Income funds in support of a Tenant Based Rental Assistance Program that expands the supply of affordable housing. If additional staff can be hired, the City will move forward with this investment.

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

### **Introduction**

The Upland Housing Authority was formed in 1940 under State of California Housing Authority Law to actively improve existing neighborhoods and develop affordable housing opportunities using local, state and federal resources. The Housing Authority County of San Bernardino (HACSB) administers the Upland Housing Authority (UHA) conventional public housing and Section 8 voucher program in the City of Upland since July 2017. In addition, the City is within the service area of the Housing Authority of the County of San Bernardino (HACSB) for additional Section 8 and Public Housing.

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

The HACSB will continue to maintain and provide public housing through Section 8 vouchers and the Los Olivos program. According to UHA's 2015 five-year plan, it may attempt to project-base some of its Section 8 vouchers in the upcoming five-year period. Efforts to address "worst case" needs, (people who pay more than 50% of their income in rent or those who live in seriously substandard housing) are assisted by programs like Section 8 and Fair Housing programs.

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

The HACSB actively encourages residents to be involved in the organization through resident councils and active participation in housing authority decisions via surveys and other forms of engagement.

HACSB maintains an active listing of all home ownership opportunities and resources in San Bernardino County and the greater metro area for residents to explore and identify potential home ownership opportunities.

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

Not applicable. HACSB is considered a High Performing PHA.

### **Discussion**

HACSB is well-positioned to maintain and expand the supply of affordable housing units in the City of Upland and throughout San Bernardino County through its partnerships with the State of California, San Bernardino County Department of Community Development and Housing, the City of Upland, other cities throughout the county and Housing Partners I, a nonprofit affiliate of the Housing Authority.

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

### **Introduction**

The City will invest CDBG funds during the 2022-2023 program year to address high priority needs identified in the 2020-2024 Consolidated Plan including preventing homelessness and aiding those who have become homeless. This will be accomplished through the funding of the Stepping Stone Program (Foothill Family Shelter) and the Woman's Program (Pacific Lifeline) which provide homeless shelter and transitional housing services.

According to the results of the most recent data available from the annual Point-in-Time Homeless Count (PIT Count) held on February 24, 2022, on any given night in San Bernardino County, West Valley Region, approximately 393 people are homeless. To address incidences of homelessness in Upland and to prevent extremely low-income Upland families from becoming homeless, the City places a high priority on programs that work to prevent homelessness or rapidly connect homeless individuals with housing and supportive services. Of the 393 total number homeless person identified in West End Cities, 89 were counted in Upland.

To address incidences of homelessness in Upland and to prevent extremely low-income Upland families from becoming homeless, the City places a high priority on programs that work to prevent homelessness and rapidly connect homeless individuals with housing and supportive services. To address this need, the City will support four continuum of services in the City of Upland, the Stepping Stone Program, the Woman's Program, the Homeless Prevention and Rapid Re-housing Program and the Upland Community Resource Center utilizing its CDBG funds in addition to programs implemented through the San Bernardino County CoC to prevent and eliminate homelessness including, but not limited to, homelessness prevention programs, emergency shelter programs, homeless outreach/prevention and transitional housing. The four aforementioned programs will be funded with CDBG funds during the 2022-2023 Program Year.

### **Services for Residents with Special Needs**

Analysis of available data and consultation with organizations providing services for special needs populations revealed a need for a range of additional services including, but not limited to, those concerned with developmentally disabled adults. To address these needs, the City will support activities that provide services to developmentally disabled adults. The Upland Emergency Repair Program will provide grants to complete immediate or exigent repairs to the structural, mechanical, plumbing, electrical or code violation items within the home. In addition, through the five-year period of the Consolidated Plan, the City will be funding improvements to community facilities to residents who may frequent these facilities.

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Preventing and ending homelessness is a HUD priority addressed nationally through coordination of regional strategies carried out locally by government agencies and a wide variety of community-based organizations and faith-based groups. Consistent with this approach, the City of Upland supports the efforts of San Bernardino County Continuum of Care (CoC) and its member organizations that address homelessness throughout San Bernardino County. In alignment with this strategy, the City will use CDBG and local funds to support local service providers with programs to prevent homelessness and to provide needed services in Upland for low- and moderate-income residents.

To reach out to unsheltered homeless persons and assess their individual needs for the purpose of connecting them with available emergency shelter and transitional housing resources, the City of Upland, through its annual action plan will provide outreach and homeless services in its 2022-2023 program year. Additionally, to reduce and end homelessness, the City of Upland will provide CDBG public service funds to the following activities:

- Foothill Family Shelter: Stepping Stones Program
- Pacific Lifeline Woman’s Program
- Catholic Charities of San Bernardino & Riverside Counties: Upland Community Resource Center

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

The City of Upland supports the efforts of the San Bernardino County Continuum of Care (CoC) and its member organizations that address homelessness. As described earlier, the City supports local nonprofit agencies who provide emergency rental assistance and housing counseling to low- and moderate-income residents to prevent homelessness.

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

In support of CoC efforts, this Strategic Plan provides for the use of CDBG funds to support activities implemented by local nonprofit organizations that provide services to help prevent and eliminate homelessness, including families at risk of homelessness, veterans, victims of domestic violence and emancipated foster youth. The City will also leverage CDBG funds to expand the supply of affordable

housing in Upland.

Additional efforts are underway at the regional level to shorten the period of time that individuals and families have experienced homelessness and to prevent individuals and families who were recently homeless from becoming homeless again. The 2-1-1 regularly works with public service agencies to analyze the resources and funding being used to operate transitional housing programs and consider how these resources could be used more in alignment with the best practices (i.e. rapid re-housing and permanent housing) for ending homelessness. Many transitional housing providers are working to End Homelessness to evaluate strategies to lower program threshold requirements and improve outcomes including shorter shelter stays and more rapid transitions to permanent housing.

**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 CoC is developing resources of information (such as 2-1-1) to better serve individuals who are homeless or at risk of becoming homeless. In addition, the CoC is working to implement a database using real time information from intake and assessment that is housed in the Homeless Management Information System (HIMS). Collectively these strategies will help minimize duplication of effort and better connect the most vulnerable individuals and families, chronically homeless, and people at risk of becoming homeless to appropriate resources.

### **Discussion**

With limited CDBG resources available, the City is addressing homelessness a high priority need for the CDBG program and will support public service activities that help prevent homelessness and that provide a structured path to stable housing for individuals and families who become homeless.

## **AP-75 Barriers to Affordable Housing – 91.220(j)**

### **Introduction**

A barrier to affordable housing is a public policy or nongovernmental condition that constrains the development or rehabilitation of affordable housing, such as land use controls, property taxes, state prevailing wage requirements, environmental protection, cost of land and availability of monetary resources. Barriers to affordable housing are distinguished from impediments to fair housing choice in the sense that barriers are lawful and impediments to fair housing choice are usually unlawful.

Based on information gathered during community meetings, the Consolidated Plan Needs Assessment Survey, the 2013-2021 Housing Element and market analysis, the primary barriers to affordable housing in Upland are housing affordability and the lack of monetary resources necessary to develop and sustain affordable housing. The two barriers are related in the sense that demand for affordable housing exceeds the supply and insufficient resources are available to increase the supply of affordable housing to meet demand.

**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**

In the development of the 2013-2021 Housing Element, the City evaluated significant public policies affecting affordable housing development such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges and growth limitations. Based on this evaluation, the City determined that it has taken all necessary steps to ameliorate the negative effects of public policies that may have been a barrier to affordable housing. Moreover, the City is actively engaged with affordable housing developers concerning the siting of affordable housing and ensuring that the entitlement process runs smoothly from inception to completion.

### **Discussion**

To address housing affordability and the lack of monetary resources for affordable housing, the City will be using Upland Housing Fund dollars and Permanent Local Housing Allocation (PLHA) funds for the future acquisition or development of affordable rental housing units during the five-year period of the Consolidated Plan and the rehabilitation and preservation of existing affordable housing units over the next five years through its Emergency Repair Program. In addition, the City will research the possibility of, utilizing State HOME Program Income to fund a Tenant Based Rental Program through the Upland Housing Authority to assist low and moderate-income persons with their rent, if additional staff is hired to move forward with this investment. Although the City no longer has access to Redevelopment Housing Set-Aside funds, the City will continue to leverage its Upland Housing Funds to attract private and other available public resources for the purpose of affordable housing, to facilitate affordable housing development. This strategy will increase the supply of affordable housing and preserve existing affordable housing in the City.

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

### **Introduction**

In the implementation of the 2022-2023 Annual Action Plan, the City will invest CDBG resources to address obstacles to meeting underserved needs, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

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

The primary obstacles to meeting the underserved needs of low- and moderate-income people include lack of funding from federal, state and other local sources, the high cost of housing that is not affordable to low-income people and the lack of availability of home improvement financing in the private lending industry. To address these obstacles, the City is investing CDBG funds through the 2022-2023 Action Plan in projects that provide public and neighborhood preservation services to low- and moderate-income people. To address underserved needs, the City is allocating 80 percent of its non-administrative CDBG investments for program year 2022-2023 to projects and activities that benefit low- and moderate-income people.

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

In the implementation of the 2022-2023 Annual Action Plan, the City will invest CDBG funds to preserve and maintain affordable housing through the City of Upland Emergency Repair Program that will provide grants to low- and moderate-income owners of single-family housing units in need of immediate or exigent repairs to the home.

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

The Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) emphasizes prevention of childhood lead poisoning through housing-based approaches. To reduce lead-based paint hazards, the City of Upland Emergency Repair Program will conduct lead-based paint testing and risk assessments for each property assisted that was built prior to January 1, 1978 and will incorporate safe work practices or abatement into the scope of work as required to reduce lead-based paint hazards in accordance with 24 CFR Part 35.

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

The combination of CDBG and Upland Housing Fund activities will be used in meeting the goals established in the 2020-2024 Consolidated Plan - Strategic Plan and this Annual Action Plan. These funds will help to reduce the number of poverty-level families by:

- Supporting activities that expand the supply of housing that is affordable to low- and moderate-

income households;

- Supporting activities that preserve the supply of decent housing that is affordable to low- and moderate-income households;
- Supporting a continuum of housing and public service programs to prevent and eliminate homelessness;
- Supporting housing preservation programs that assure low income households have a safe, decent and appropriate place to live;
- Supporting public services for low- and moderate-income residents including those with special needs and those at-risk of homelessness offered by nonprofit organizations receiving CDBG Public Service Capacity Building Grants; and
- Promoting economic opportunity for business that will employ low- and moderate-income residents.

In addition to these local efforts, mainstream state and federal resources also contribute to reducing the number of individuals and families in poverty. Federal programs such as the Earned Income Tax Credit and Head Start providing pathways out of poverty for families who are ready to pursue employment and educational opportunities. Additionally, in California, the primary programs that assist families in poverty are CalWORKS, CalFresh (formerly food stamps) and Medi-Cal. Together, these programs provide individuals and families with employment assistance, subsidy for food, medical care, childcare and cash payments to meet basic needs such as housing, nutrition and transportation. Other services are available to assist persons suffering from substance abuse, domestic violence, and mental illness.

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

The institutional delivery system in Upland is high-functioning and collaborative—particularly the relationship between local government and the nonprofit sector comprised of a network of capable nonprofit organizations that are delivering a full range of services to residents. Strong City departments anchor the administration of HUD grant programs and the housing, community and economic development activities that are implemented by the City support and enhance this existing institutional structure, the City of Upland will collaborate with affordable housing developers and nonprofit agencies receiving CDBG funds through the 2022-2023 Annual Action Plan to ensure that the needs of low-and-moderate-income residents are met as envisioned within the 2020-2024 Consolidated Plan - Strategic Plan.

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

Upland has a long track record of successful partnerships among public and private sector entities. The delivery system for the HUD grant programs is no exception. Communication and cooperation between the City of Upland Development Services Department and the partner agencies and organizations that administer activities is strong. City staff continues to work closely with the other organizations to improve regulatory compliance, monitoring, cooperation and partnerships among agencies and technical capacity of organizations involved in project delivery.

To enhance coordination between public and private housing and social service agencies, the City will continue consulting with and inviting the participation of a wide variety of agencies and organizations involved in the delivery of housing and supportive services to low- and moderate-income residents in Upland—particularly the CDBG low- and moderate-income areas.

#### **Discussion:**

In the implementation of the 2022-2023 Annual Action Plan, the City will invest CDBG resources to address obstacles to meeting underserved needs, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

# Program Specific Requirements

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

### Introduction

In the implementation of programs and activities under the 2022-2023 Annual Action Plan, the City of Upland will follow all HUD regulations concerning the use of program income, forms of investment, overall low-and-moderate-income benefit for the CDBG program.

### 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  | 0        |
| 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>0</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% |

In the implementation of programs and activities under the 2022-2023 Annual Action Plan, the City of Upland will follow all HUD regulations concerning the use of CPD funds.