



## Community Development and Housing Agency

### San Bernardino County

### Consolidated Annual Performance and Evaluation Report for the 2017/2018 Action Plan

The Accomplishments and Activities Carried Out Under  
the 2015-2020 Consolidated Plan for San Bernardino  
County's Housing, Economic and Community  
Development Grant Programs



September 11, 2018

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Gary McBride, Chief Executive Officer

# **2017-2018 CAPER**

San Bernardino County, CA

September 11, 2018



**Prepared by:  
San Bernardino County  
Community Development and Housing Department**

**SAN BERNARDINO COUNTY**

**CONSOLIDATED ANNUAL  
PERFORMANCE AND EVALUATION  
REPORT FOR THE 2017-2018  
ACTION PLAN**

**Accomplishments and Activities Carried Out Under the  
2015-2020 Consolidated Plan for San Bernardino County's  
Housing and Community Development  
Grant Programs**

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## VISION STATEMENT

**We envision** a complete county that capitalizes on the diversity of its people, its geography, and its economy to create a broad range of choices for its residents in how they live, work, and play.

**We envision** a vibrant economy with a skilled workforce that attracts employers who seize the opportunities presented by the county's unique advantages and provide the jobs that create countywide prosperity.

**We envision** a sustainable system of high-quality education, community health, public safety, housing, retail, recreation, arts and culture, and infrastructure, in which development complements our natural resources and environment.

**We envision** a model community which is governed in an open and ethical manner, where great ideas are replicated and brought to scale, and all sectors work collaboratively to reach shared goals.

From our valleys, across our mountains, and into our deserts, we envision a county that is a destination for visitors and a home for anyone seeking a sense of community and the best life has to offer.

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## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

#### **Overview**

The 2017-2018 Consolidated Annual Performance and Evaluation Report (CAPER) describes and evaluates how San Bernardino County invested formula funds from the U.S. Department of Housing and Urban Development (HUD) to meet affordable housing and community development needs from July 1, 2017 through June 30, 2018. This report also evaluates the progress the San Bernardino County has made during the five years of its 2015-2020 Consolidated Plan, available on the San Bernardino County website at <http://www.sbcountyadvantage.com/About-Us/Community-Development-Housing.aspx>.

The County of San Bernardino is the largest geographical county in the country, and is divided into six regions: East, West and Central Valleys, Mountains, High Desert, and the Morongo Basin. The County utilized its available resources to provide community housing and economic development assistance within the unincorporated communities of the County's jurisdiction and 13 cooperating cities. Cooperating cities included Adelanto, Barstow, Big Bear Lake, Colton, Grand Terrace, Highland, Loma Linda, Montclair, Needles, Redlands, Twentynine Palms, Yucaipa, and the Town of Yucca Valley. HOME Investment Partnership (HOME) funds were available for use in the above mentioned cooperating cities and in the cities of Chino Hills, Rancho Cucamonga and San Bernardino.

San Bernardino County Community Development and Housing Agency, Community Development and Housing Department (CDH), is the lead agency responsible for facilitating the development and implementation of the 2015-2020 HUD Consolidated Plan, Annual Action Plans, and Annual CAPERs. The information included in this report has been prepared and provided based on information reported from the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) programs.

From July 1, 2017 to June 30, 2018, the County made significant investments instrumental in advancing the County of San Bernardino's community development and affordable housing needs through the use of its CDBG, HOME, and ESG entitlement grants.

## **CDBG Accomplishments**

The CDBG accomplishments are summarized below and outline the outcomes and performance measure requirements as well as the County's progress towards meeting each requirement, by project type. This section of the fiscal year 2017-2018 Consolidated Annual Performance and Evaluation Report (CAPER) conforms to the outcome and performance measure requirements identified in the 2015-2020 Consolidated Plan. The following is an abbreviated summary of the County's achievements through June 30, 2018.

The County exceeded the annual goals for Revitalizing Neighborhoods through code enforcement, infrastructure improvements, and public facility improvements. The following activities were undertaken in fiscal year 2017-2018:

- A total of 53 public facility acquisition, rehabilitation and street infrastructure improvement projects were undertaken in 2017-2018. Of those projects, 11 were completed and 42 were underway. The improvements provided low-to-moderate-income residents with increased access to community and senior centers, parks, museums and other recreational facilities and ADA.
- A total of 35 public service projects were undertaken in 2017-2018. The Public Services included adult literacy, emergency food distribution, transportation, tenant/landlord counseling and fair housing, health services, senior meals and childcare for children of women who are victims of domestic violence.
- Three demolition projects were conducted in the unincorporated area of Phelan, from the Blue Cut Fire destruction.
- Five enhanced code enforcement projects were implemented in various target areas in the Cities of Adelanto, Grand Terrace, Highland, Montclair, and the Town of Yucca Valley.

## **HOME Accomplishments**

San Bernardino County administers the HOME Program throughout unincorporated areas of the County, the 13 cooperating cities, Chino Hills, Rancho Cucamonga, and San Bernardino. HOME funding was utilized by preserving existing housing stock and creating affordable housing units throughout the HOME Consortium. In fiscal year 2017-2018, HUD allocated \$3,186,169 in HOME funding to the County.

In 2017, the construction of the first phase of Horizons at Yucaipa was completed. The County investment was \$3,678,000, which reflects a combination of, then current and



prior year HOME funds. The project will be developed in two phases Phase one consists of 50 rent-restricted units and one manager's unit; Phase two will consist of 27 rent-restricted units and will be developed at a later date, subject to funding availability. The project serves income-qualifying senior households, age 55 years and over. Final reimbursements of HOME funds were made in fiscal year 2017-2018 and final resident counts were reported at the time of completion.

During a fiscal year 2016-2017, the County also allocated \$2,100,000 of HOME funds for the construction of Loma Linda Veterans' Village, which is a low-income, 88-unit veteran housing development with 50 units specifically designated as Permanent Supportive Housing (PSH). The project is currently under construction and is anticipated to be completed in summer 2018. All of the units, with the exception of one manager's unit, will be restricted to low-income veterans and their families. The County was able to leverage its HOME allocation with 50 Veterans Affairs Supportive Housing (VASH) Project-Based Vouchers and 37 non-VASH Project-Based Vouchers. Final reimbursements of HOME funds are expected to be made in fiscal year 2018-2019 and will be reported with final resident counts at that time.

Finally, during the 2017-2018 year, the County allocated \$3,158,308 of current and prior year HOME funds along with program income for the acquisition and rehabilitation of Golden Apartments project. The project is a 40-unit PSH development that will include 39-PSH units and a manager's unit. The development is currently underway and is anticipated to be completed winter 2018. Final reimbursements of HOME funds are expected to be made in fiscal year 2018-2019 and will be reported with final resident counts at that time.

## **ESG Accomplishments**

In fiscal year 2017-2018, San Bernardino County administered the Emergency Solutions Grant (ESG) using funds received directly from HUD and supplemented the HUD-funded program with additional ESG funds received from the State of California, Housing and Community Development Department (HCD). During this fiscal year, the County has made a concerted effort to increase the efficacy and improve the overall efficiency of the delivery of homeless services by succinctly defining the homelessness delivery system, evaluating needs and determining funding and budgeting strategies to properly improve the operational infrastructure of the system. The Community Development and Housing Agency was recently formed to spearhead such efforts.

Using two sources of ESG allocations, one directly from HUD and the other from the State of California, Housing and Community Development Department, the County assisted a total 1,654 (County 493, State 1,161). The persons assisted represent

unduplicated eligible homeless individuals experiencing homelessness or who were at imminent risk of homelessness. Funding was allocated to qualified sub-recipients in an effort to maximize eligible service areas within the County. The County expenditures for fiscal year 2017-2018 were used for ESG eligible activities such as: street outreach, emergency shelter; inclusive of motel vouchers, homeless prevention, and rapid rehousing. To coincide with the County's priorities to address the housing needs of those hardest to serve, namely the chronically homeless population, a focus has been placed on the provision of emergency shelter and permanent housing (e.g. permanent supporting housing and rapid rehousing).

As part of the rapid rehousing focus, State and County ESG funds were used to fund an ongoing Housing Search and Placement program. This is designed to centralize the housing search and placement component of the program and focus specifically on identifying and acquiring housing units to rapidly transition clients from homelessness to stabilized permanent housing. A specialized team of Housing Search Specialists (HSS), which is a hybrid of real estate specialists and housing navigators, work with local property managers, landlords and property owners to identify units to be used as permanent housing for clients who are literally homeless and meet the chronically homeless definition. The HSS negotiates, on behalf of the client, mitigation measures to housing barriers, move-in terms and conditions, security deposits, rental rates, etc. Utilizing HSS as a primary method of unit identification expedites the placement process. As clients are undergoing the eligibility and documentation process, the HSS team begins identifying permanent housing units for possible permanent placement. Because of housing choice provisions that are extended to each client, the HSS team works closely with the client to determine the most suitable placement for them based upon location, preferences, proximity to services, etc. To date, over 950 housing units have been identified by the HSS team, over 689 clients have been assisted and over 284 (66 using County ESG funds and 216 using State ESG funds) households have been placed in permanent housing units.

One of the County's major accomplishments that is unable to be quantified at this time is the progress that has been made in its concerted efforts to develop an integrated and comprehensive homeless delivery system. This system is focused on coordinated and centralized efforts relating to the Coordinated Entry System (CES), centralized housing search and placement, centralized documentation readiness, legal services to assist clients with obtaining income via public benefits such as social security and disability with the objective to establish and promote stabilization. Additionally, the County has been working to develop a system that is succinct and stratified to identify the specific roles of each provider type at each level to ensure service continuity.

## **Expanded Economic Opportunity**

San Bernardino County continues to use its HUD funds to create numerous economic opportunities throughout the County. HOME funds were used for the development of two affordable housing developments which will have ongoing construction through fiscal year 2018-2019. The ongoing construction is expected to retain jobs in the local area construction field and will improve housing stability for low- and moderate-income residents. In fiscal year 2017-2018, 582 construction workers participated in the construction of the affordable housing project, Loma Linda Veterans' Village.

Many public services funded with CDBG include counseling and career readiness training for low-income residents of the County. The County used CDBG funds to contract with Inland Fair Housing and Mediation Board (IFHMB). IFHMB provided counseling and mediation services for over 4,161 renters and counseling for low-income individuals who own or are looking to purchase a home to provide them with information related self-sufficiency, and building equity so that they can be empowered through homeownership or housing stability. The County used CDBG and HOME funds for various construction projects, including street improvements, architectural barrier removal, public facility upgrades, and the construction of new affordable housing throughout the year in numerous low-and moderate-income neighborhoods. These CDBG funded construction projects allowed area contractors to retain 481 jobs within the region. The construction of affordable housing increases housing stability of low-and moderate-income residents of the County while decreasing the overall housing costs burden. Residents who are not cost-burdened by housing have more money to spend and invest in the community. The CDBG funded construction projects were related to improving streets and public facilities in low-and moderate-income areas, improvements which increase the livability and stability in those neighborhoods. Construction of streets and public facilities often includes a component for ADA improvements. American's with disabilities live in poverty at twice the rate of non-disabled Americans. Improving access for citizens with disabilities expands their opportunities to participate in economic and civic activities in their communities.

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

See Table 1 for categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

The County identified the following ESG goals in its fiscal year 2017-2018 Action Plan:

- 1) Outreach and assessment to identify service and housing needs and provide a contact to the appropriate level of services;
- 2) Emergency shelter provides immediate and safe alternatives to living on the streets;
- 3) Rapid re-housing with supportive services and the development of skills that will be needed once an individual or family are permanently housed;
- 4) Permanent housing and permanent supportive housing to provide individuals and families with an affordable place to live with services.

Through the dually-funded HUD and State ESG program the County served a total of 1,717 (County 504, State 1,213) total homeless or at-risk persons of which 1,654 (County 493, State 1,161) were unduplicated clients. The persons served were:

- 393 individuals were provided rental assistance through homelessness prevention services which enabled at-risk families to remain stably housed,
- 8 individuals were provided assistance through street outreach;
- 517 individuals were provided permanent housing through the rapid re-housing services; and
- 799 individuals were provided emergency shelter.

The following table provides a summary of Consolidated Plan goals and the jurisdiction's progress towards accomplishing those goals. Because ESG goals were revised in accordance with the Helping Expedite and Advance Responsible Tribal Home Ownership (HEARTH) Act of 2012, ESG goals and outcomes are detailed in sections CR-60 through CR-75 of this 2017-2018 CAPER.

Goal	Category	Performance Indicator			Outcomes					
		Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	% Complete	Expected – Program Year	Actual – Program Year	% Complete
<b>New Construction/ Acquisition/ Rehabilitation of Multi-Family Housing Units</b>	Affordable Housing	HOME and/or CDBG \$0	Increase Access to Affordable Housing; Affirmatively Furthering Fair Housing Choice (AFFHC)	Housing Units	400	0	0%	80	0	0%
<b>Acquisition/ Rehabilitation/ Disposition of Single-Family or Multi-Family Housing Units</b>	Affordable Housing	HOME and/or CDBG \$0	Increase Access to Affordable Housing; Affirmatively Furthering Fair Housing Choice (AFFHC)	Household Housing Unit	55	0	0%	11	0	0%
<b>New Construction/ Acquisition/ Rehabilitation of Housing for persons who are Elderly, Disabled, or Homeless</b>	Affordable Housing	HOME and/or CDBG \$0	Increase Access to Affordable Housing; Affirmatively Furthering Fair Housing Choice (AFFHC)	Housing Units	450	50	11%	90	50	56%
<b>Rehabilitation of Existing Housing</b>	Affordable Housing	HOME and/or CDBG \$0	Reduce Substandard Housing; Affirmatively Furthering Fair Housing Choice (AFFHC)	Household Housing Units	25	0	0%	5	0	0%

Goal	Category	Performance Indicator			Outcomes					
		Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	% Complete	Expected – Program Year	Actual – Program Year	% Complete
<b>Affirmatively Furthering Fair Housing Activities</b>	Fair Housing/ Tenant-Landlord Mediation	CDBG \$98,791	Affirmatively Furthering Fair Housing Choice (AFFHC)	Persons Assisted	15,000	13,707	91%	2,950	4,161	141%
<b>Provide Support for Emergency Housing and Supportive Services for the Homeless</b>	Homeless	ESG \$170,963	Increase Housing Options for Homeless and At Risk of Homelessness	Persons Assisted	8,000	3,940	49%	1,600	493	31%
<b>Provide Funding to Increase Permanent Supportive Housing to Homeless and At Risk of Homelessness Populations</b>	Homeless	ESG \$0	Increase Housing Options for Homeless and At Risk of Homelessness	Persons Assisted	0	0	0%	0	0	0%
<b>Acquire/ Construct/ Rehabilitate Public Facilities and Infrastructure</b>	Non-Housing Community Development Needs	CDBG \$7,224,352	Increase the Capacity of Public Facilities to Serve Low-Income and Special Needs Populations	Housing Units	0	22,497	22497%	0	21,040	21040%
				Persons Assisted	900,000	1,314,899	146%	150,000	381,669	254%

Goal	Category	Performance Indicator			Outcomes					
		Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	% Complete	Expected – Program Year	Actual – Program Year	% Complete
Cooperating Cities Provide Funding Support to Organizations Addressing the Public Service Needs of the County for Low-Income and Special Needs Individuals and Households	Non-Housing Community Development Needs	CDBG \$476,849	Increase the Capacity of Public Facilities to Serve Low-Income and Special Needs Populations	Persons Assisted	175,000	476,664	272%	35,000	73,356	210%
Provide the Administrative Structure for the Planning, Implementation, and Management of the CDBG, HOME, and ESG Grant Programs as Well as Other Housing, Community Development and Homeless Programs	Non-Housing Community Development Needs	CDBG \$1,303,912	Providing Overall Program Planning and Administration	Not Applicable	-	-	-	-	-	-

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

*\*ESG goals and outcomes are detailed in sections CR-60 through CR-75 of this CAPER.*

*\*\*Housing Units refers to those assisted by Code Enforcement activities.*

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

During 2017-2018, CDBG Plan initiatives and funding focused on revitalizing neighborhoods, increasing services to at-risk populations, and furthering fair housing. HOME initiatives were primarily addressed by expanding the supply of affordable housing through the construction of rental housing. ESG initiatives were primarily addressed by providing short-term emergency shelter, homelessness prevention assistance for those at imminent risk of homelessness, and rapid rehousing assistance for those experiencing homelessness.



## CR-10 - Racial and Ethnic Composition of Families Assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

Race	CDBG	HOME	ESG
White	39,076	N/A	304
Black or African American	6,353	N/A	170
Asian	2,711	N/A	0
American Indian or American Native	289	N/A	10
Native Hawaiian or Other Pacific Islander	117	N/A	2
American Indian/Alaskan Native & White	83	N/A	0
Asian & White	63	N/A	0
Black/African American & White	601	N/A	0
American Indian/Alaskan Native & Black/African American	110	N/A	0
Other multi-racial	3,853	N/A	7
<b>Total</b>	<b>53,256</b>	<b>N/A</b>	<b>493</b>
Ethnicity	CDBG	HOME	ESG
Hispanic	20,993	N/A	164
Not Hispanic	32,263	N/A	329

Table 2 – Table of Assistance to Racial and Ethnic Populations by Source of Funds

### Narrative

The table above lists the numbers of beneficiaries by race and ethnicity assisted with Housing and Urban Development (HUD) funded programs during 2017-2018. Housing Opportunities for Persons With AIDS (HOPWA)-funds are allocated to the City of Riverside to be used throughout Riverside and San Bernardino Counties. All HOPWA program outcomes are reported by City of Riverside. The numbers reported for ethnicity do not reflect the same count as the total number reported by race. The variances could be attributed to refusal of information, errors at intake, or unwillingness to share information about ethnicity and/or race.

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

Identify the resources made available

Source of Funds	Source	Expected Amount Available	Actual Amount Expended Program Year 2017
CDBG	Federal	\$7,180,707	\$7,799,992
HOME	Federal	\$10,013,314	\$2,949,322
ESG	Federal	\$616,074	\$170,963

**Table 3 - Resources Made Available**

### Resources Made Available

In fiscal year 2017-2018, San Bernardino County had \$7,180,707 available in Community Development Block Grant (CDBG) resources, \$10,013,314 in HOME Investment Partnership (HOME) resources, and \$586,074 in Emergency Solutions Grant (ESG) resources to award to sub-recipients carrying out the goals outlined in the County's Consolidated Plan. The table above illustrates the amount of funding made available for CDBG, HOME, and ESG projects during the 2017-2018 Fiscal Year but does not account for unspent prior year funds or outstanding project balances. As such, the actual amount expended may vary from the expected amount available due to multi-year fund planning efforts.

### Expenditure of Program Funds

- The CDBG program disbursed \$7,799,992 in 2017-2018, which included current-year program funds and prior-year funds (excluding administration costs).
- The HOME program disbursed \$2,949,322 in 2017-2018, which included current-year program funds and prior-year funds (excluding administration costs).
- The ESG program disbursed \$566,724 in 2017-2018, which reflects prior and current-year funds (excluding administration costs). HUD-funded ESG funds of \$170,963 and State ESG funds of \$395,761 (excluding administration costs).

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
<b>Adelanto</b>	5%	1%*	Literacy Education, Additional Code Compliance, Emergency Food and Clothing Distribution
<b>Barstow</b>	3%	0%*	Transitional Housing, ADA Improvements to Recreational Facility, Literacy Education, Child Care at Domestic Violence Shelter
<b>Big Bear Lake</b>	1%	3%	ADA Improvements to Civic Center
<b>Colton</b>	7%	11%	Sidewalk Construction, Street Improvements, ADA Street Improvements, Literacy Education and Afterschool Assistance, Mobile Access to Technology, Healthy Lifestyle Program, Teen Center Programs
<b>Chino Hills</b>	**		
<b>Grand Terrace</b>	1%	0%*	Enhanced Code Enforcement Activities, Senior Meals Program, Senior Services Coordinator, Youth Recreational Program, Literacy Education
<b>Highland</b>	6%	13%	Street Improvements, Neighborhood Revitalization, Literacy Education, Youth Recreation Center, Senior Life Enrichment Program, and Little League Scholarships
<b>Loma Linda</b>	2%	3%	Waterline Improvements, Street Improvements, Senior Meals Program, Literacy Education, Emergency Shelter Services
<b>Montclair</b>	4%	1%*	Enhanced Code Enforcement Activities, Graffiti Abatement, Transportation Services for Seniors, Street Improvements
<b>Needles</b>	1%	1%	ADA Street Improvements, Street Improvements
<b>Rancho Cucamonga</b>	**		
<b>Redlands</b>	6%	4%	ADA Improvements at Public Facilities, Street Improvements, Reconstruction of Sewerlines, Legal Assistance, Crisis Intervention, Emergency Shelter Services
<b>San Bernardino</b>	**		
<b>Twentynine Palms</b>	2%	4%	Park Improvements at Luckie Park
<b>Yucaipa</b>	5%	9%	ADA Improvements at Public Facilities, Street Improvements, Crisis Intervention, Recreation Scholarships, Emergency Shelter Services, Senior Meals Program, Literacy Education
<b>Yucca Valley</b>	2%	0%*	Enhanced Code Enforcement Activities, Park Improvements at Paradise Park
<b>Unincorporated County</b>	57%	52%	ADA Street Improvements, Demolition, ADA Improvements at Public Facilities, Acquisition of Land for Park Relocation, Senior Center Rehab

**Table 4 – Identify the Geographic Distribution and Location of CDBG Investments**

\*Adelanto, Barstow, Grand Terrace, Montclair and Yucca Valley have public infrastructure projects in progress with expected disbursement of funds in fiscal year 2018-2019.

\*\*Eligible for HOME funds only. HOME funds are not distributed on a geographic basis.

## **Narrative:**

The County is divided into six areas: West, East and Central Valleys, Mountain Communities, High Desert and the Morongo Basin. The County identified CDBG, HOME, and ESG resources to assist various unincorporated communities throughout the County and the 13 cooperating cities. These cities are Adelanto, Barstow, Big Bear Lake, Colton, Grand Terrace, Highland, Loma Linda, Montclair, Needles, Redlands, Twentynine Palms, Yucaipa and the Town of Yucca Valley. HOME funds were also available for use in the 13 participating CDBG Consortium cities and in the cities of Chino Hills, Rancho Cucamonga and San Bernardino which are included in the HOME Consortia.

The prioritization of funding differs for each of the three formula grants. For CDBG allocations, the relative priority of each geographic area, and subsequently its allocation of CDBG funds, was based on each city's proportionate share of the County's population, poverty and overcrowded housing. Approximately 73% of the CDBG allocation was divided among the 13 participating cities and in County unincorporated areas. HOME funds are not allocated by geography or population. HOME funds were made available through a Notice of Funding Availability (NOFA) process targeting the unincorporated areas of the County and the HOME Consortium cooperating cities with priority based on project need and viability, not geographic area. Based on the NOFA response, developers plan to leverage HOME funds with MHSA (Mental Health Services Act Housing Program), VASH (Veterans Affairs Supportive Housing), State Low Income Housing Tax Credits (LIHTC), and California Proposition 41 veteran's funds. To maximize the eligible service areas for homeless individuals, ESG funds were allocated to serve in the six areas of the County.

## **Leveraging**

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

The CDBG program does not require matching funds, but CDBG funds are leveraged by many other resources within the community. Many of these funding sources provided leverage from private and public sources for the CDBG projects undertaken in fiscal year 2017-2018. Sub-recipients that received CDBG funding also received funding from federal, state, local, and other resources.

ESG funds were leveraged with State ESG funds received as a pass-through allocation. In addition, the selected sub-recipients are established homeless service providers and receive funding from various sources. Furthermore, ESG sub-recipients are required to match ESG funding with other cash and/or in-kind dollar-for-dollar match. ESG sub-recipients used: other private or public monies - not used previously to match another grant, the value of any donated materials or volunteer service time, the value of any leases on buildings, salaries paid to staff, and additional costs to carry out activities that supplement the programs not paid for with ESG funding.

As mentioned, the County is making a countywide, concerted effort to improve the overall delivery of services by developing a homeless delivery system that is comprehensive, interconnected and properly leverages various funding and services. During this fiscal year, the County commenced the homeless delivery system working group which is comprised of members from various homeless providers and public/private and quasi-governmental partner agencies such as: Department of Veterans Affairs, US Vets, Housing Authority of the County of San Bernardino, and County of San Bernardino Homeless Outreach.

HOME funds were leveraged through their use as gap financing. Developers identified and secured primary funding sources prior to allocations being awarded. These HOME funds were leveraged and matched with State Low Income Housing Tax Credits (LIHTC), Mental Health Services Act Housing Program (MHSA) funds, Multifamily Housing Program (MHP), Affordable Housing Program (AHP), HUD Section 8 income-based vouchers, local city funds, conventional financing, and Veterans Housing and Homelessness Prevention Program (VHHP) funding. Since match is counted at the time when the contribution is made, the match will be counted during the next reported period. To meet the requirement, the County is using its excess match from previous years to meet the match requirement for fiscal year 2017-2018.

During the 2017-18 fiscal year, the County did not use publically owned land or property to address the needs identified in the plan.

<b>Fiscal Year Summary – HOME Match</b>	
<b>1. Excess match from prior Federal fiscal year</b>	61,634,578
<b>2. Match contributed during current Federal fiscal year</b>	\$0
<b>3 .Total match available for current Federal fiscal year (Line 1 plus Line 2)</b>	\$61,634,578
<b>4. Match liability for current Federal fiscal year</b>	\$256,272.36
<b>5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)</b>	\$61,378,305.64

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated Labor	Bond Financing	Total Match
-	-	-	-	-	-	-	-	\$0*

**Table 6 – Match Contribution for the Federal Fiscal Year**

*\*No HOME Match is reported for fiscal year 2017-2018 as County used excess match rolled over from previous years to meet match requirement.*

### HOME MBE/WBE report

In accordance with National goals, the U.S. Department of Housing and Urban Development (HUD) encourages grantees to make special efforts to perform outreach and utilize the services of minority and women owned companies. The County tracks these statistics for all contractors and subcontractors on HOME funded projects. No HOME projects were closed out during 2017-2018 and there are no statistics to report for this year.

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
\$0	\$1,016,743.15	\$716,866	-	\$299,877.15

**Table 7 – Program Income**

**Minority Business Enterprises and Women Business Enterprises\*** – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Number	1	0	0	0	0	1
Dollar Amount	\$11,221,726	\$0	\$0	\$0	\$0	\$11,221,726
<b>Sub-Contracts</b>						
Number	37	0	1	1	4	31
Dollar Amount	\$6,310,517	\$0	\$130,477	\$38,534	\$333,100	\$5,808,406
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Number	0	0	0			
Dollar Amount	\$0	\$0	\$0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	\$0	\$0	\$0			

**Table 8 – Minority Business and Women Business Enterprises**

*\*Some contractors elected to not specify ethnic identification; thus, the data could not be captured.*

**Minority Owners of Rental Property** – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted

	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0

**Table 9 – Minority Owners of Rental Property**



**Relocation and Real Property Acquisition** – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition.

In accordance with the Uniform Relocation Act (URA), HUD requires that entities using federal funding on project/activities must ensure that no individuals are improperly displaced; this applies to all acquisition, rehabilitation, demolition and construction activities.

One multi-family real property was acquired in the City of San Bernardino (Golden Apartments) using HOME funds during the reporting period. There were a total of 11 households displaced and/or relocated as a result of the acquisition. The County worked with a consultant specializing in URA to ensure the relocation efforts were conducted in accordance with URA regulations. All households have been permanently relocated and compensated in accordance with the relocation plan established.

<b>Parcels/Property Acquired</b>	<b>1</b>	<b>\$1,085,000</b>
<b>Businesses Displaced</b>	<b>0</b>	<b>\$0</b>
<b>Nonprofit Organizations Displaced</b>	<b>0</b>	<b>\$0</b>
<b>Households Temporarily Relocated, not Displaced</b>	<b>0</b>	<b>\$0</b>

<b>Households Displaced</b>	<b>Total</b>	<b>Minority Property Enterprises</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
<b>Number</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>8</b>	<b>1</b>
<b>Cost</b>	<b>\$184,325</b>	<b>0</b>	<b>0</b>	<b>\$36,431</b>	<b>\$133,530</b>	<b>\$14,364</b>

**Table 10 – Relocation and Real Property Acquisition**

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

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

San Bernardino County is committed to providing affordable housing. It currently manages a portfolio of over 40 affordable housing projects funded with HOME Investment Partnership (HOME) funds that primarily serve households earning less than 60% of the Area Median Income. In its current portfolio, the County possesses over 8,060 affordable housing units funded with various sources, 1,760 units were funded directly by the County using one or more of the following sources: HOME, NSP or Mortgage Revenue Bonds (MRB). The number of projects/units may fluctuate, annually, because projects are removed from the portfolio at fulfillment of their affordability period; however, due to the County's commitment to affordable housing, at least one new project is added, biennially, to offset project/unit attrition.

The table below summarizes housing accomplishments in the fiscal year 2017-2018 compared to the proposed production targets listed in the fiscal year 2017-2018 Annual Action Plan. San Bernardino County utilized available funding to develop opportunities to increase affordable housing options for low and moderate-income and homeless households. In addition to the Community Development Block Grant (CDBG) and HOME Program affordable housing accomplishments shown in the tables below, the County's Emergency Solutions Grant (ESG) Program for fiscal year 2017-2018 provided shelter, rapid re-housing, and homeless rental assistance to 1,717 (County 504, State 1,213) persons using State and County ESG funding.

	One-Year Goal	HOME Actual
<b>Number of homeless households to be provided affordable housing units</b>	0	0
<b>Number of non-homeless households to be provided affordable housing units</b>	60	40
<b>Number of special-needs households to be provided affordable housing units</b>	0	10
<b>Total</b>	60	50

**Table 11 – Number of Households**

\*Two HOME projects are under development (Golden Apartments and Loma Linda Veterans' Village); outcomes will be reported during 2018-2019 reporting period upon completion.

	One-Year Goal	HOME Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	60	50*
Number of households supported through the rehab of existing units	0	0
Number of households supported through the acquisition of existing units	0	0
<b>Total</b>	60	50*

**Table 12 – Number of Households Supported**

\*Two HOME projects are under development (Golden Apartments and Loma Linda Veterans' Village); outcomes will be reported during 2018-2019 reporting period upon completion.

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

Affordable housing developments and renovations are typically multi-year projects and are subject to the ability to secure funding from various funding sources. Often, the ability to meet the anticipated goals is dictated by various factors such as: funding availability, timing and project schedules, as any one of the three can create disparities between goals and actual outcomes. Often, unexpected challenges encountered during the construction phase of the project cause delays that impact project/unit delivery. The County set a goal to fund two projects during 2017-2018 for a total of \$4.63 million. The County was able to fund two projects exceeding the goal; however, the funding overlapped the 2017-2018 and 2018-2019 fiscal years. The Loma Linda Veterans' Village project was funded during the beginning of fiscal year 2017-2018 and the Golden Apartments project was funded during the first couple weeks of the beginning of fiscal year 2018-2019.

The County established a goal to provide 60-units of affordable housing to during fiscal year 2017-2018 to extremely low, low-and moderate-income households; the County exceeded this goal. In early summer 2018, the 50-unit senior affordable project, Horizons at Yucaipa, was closed out as construction was completed, the project is fully-occupied, and all outstanding payments had been made. Thirty-four of the affordable units have special designations: twenty-four are HOME-designated units and ten are Mental Health Services Act (MHSA)-designated units reserved for formerly homeless clients, the remaining sixteen units are rent-restricted units funded with federal tax credits.

During the 2017-2018 fiscal year, the County addressed worst case needs with the commitment of HOME funds in the Loma Linda Veterans' Village and Golden Apartments projects. These two projects will facilitate the creation of new permanent supportive housing implementing the "Housing First" approach which will mitigate barriers to housing and address the worst case needs for the hardest to serve homeless populations. The projects will be constructed to meet all accessibility requirements to ensure the needs of persons with disabilities are met and will provide critical wrap around services such as physical, mental health and social services. Both projects will have Project Based Vouchers (PBVs) and the rent will be up to 30 percent of the total household gross income, which will ensure affordability to low income persons. Loma Linda Veteran's Village will have Veterans Affairs Supportive Housing vouchers and the rent will be up to 30 percent of the total household gross income.

Loma Linda Veteran's Village is anticipated to be completed summer 2018, delivering 87 affordable units, 50 of which have been set aside for veterans who are homeless or at risk of homelessness. This development will ensure veterans are provided with wraparound services by the Veterans Affairs Loma Linda Healthcare System. The remaining units have been awarded PBVs allocated for veteran families.

The Golden Apartments project is also underway and will deliver 40 units to assist the chronic homeless. This development will provide wraparound services targeted to assist the chronic homeless. The anticipated completion date of the 40-units is in the winter of 2018. The project units will be reported during the reporting period completed.

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

Since affordable housing developments are typically multi-year projects, it is common for the establishment of the goals to be determined of during one Action Plan year and the reporting of the outcomes in a subsequent year. The outcomes for the Loma Linda Veterans' Village and the Golden Apartments project will be include in a future action plan. Goals will be influenced by additional information on program changes and project progress.

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

The County proposed providing 60 extremely low-income, low-and moderate income households with affordable housing during 2017-2018 program year by using HOME funds to assist with the financing for new construction, acquisition and/or rehabilitation of multifamily units. During this reporting period, HOME funds were leveraged with

other funding sources such as Mental Health Services Act (MHSA) and Tax Credit Allocation Committee (TCAC) funds. During this year, the County assisted 50 extremely low and low-income households with affordable housing using various forms of funding, 24 units of the units were funded directly with HOME funds.

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>	<b>MHSA Actual</b>	<b>TCAC Actual</b>
<b>Extremely Low-income</b>	8,228	8	10	5
<b>Low-income</b>	5,234	16	0	9
<b>Moderate-income</b>	2,952	0	0	0
<b>Total</b>	16,414*	24	10	16

**Table 13 – Number of Persons Served**

*\*County CDBG funds are used for infrastructure and public facility improvements and public service projects.*

*Note: Horizons at Yucaipa project is comprised of a total of 50-affordable units, 24 units are HOME-funded units, the remaining are units that were funded with other funding provided by the County or federal tax credits.*

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

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

San Bernardino County invests Emergency Solutions Grant (ESG) funds and other federal, state, and local funds in programs and services to assist homeless persons. The County continued to work collaboratively with other public funders, businesses, community-based, and faith-based organizations to support the providers' efforts for reducing and ending homelessness in the County of San Bernardino. Through the dually-funded ESG program 1,654 (County 493, State 1,161) unduplicated persons were assisted with emergency housing services.

In order to expand services to homeless families and individuals, the County allocated \$3.05 million from the Transitional Assistance Department (TAD) for housing support through the California Work Opportunities for Kids (CalWorks) and Housing Support Program (HSP) activities. HSP, is a collaborative between the Housing Authority of the County of San Bernardino (HACSB) and Knowledge & Education for Your Success (KEYS), a local non-profit. HSP provided permanent supportive housing to 390 homeless families.

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

In addition to homeless services provided through ESG funding, the San Bernardino County Continuum of Care (CoC) provides homeless services which are delivered via a community-based network of organizations that work together to assist homeless families and individuals move toward self-sufficiency. The San Bernardino County Interagency Council on Homelessness (ICH) acts as the governing board for the San Bernardino County CoC.

The CoC worked closely with federal, State, and local agencies to develop its Coordinated Entry System (CES). The CES model used by the CoC includes a strong outreach and assessment component to sheltered and unsheltered homeless individuals and households with children. The San Bernardino County Sheriff's Department's Homeless Outreach Proactive Enforcement (HOPE) Team and the Department of Behavioral Health's Homeless Outreach Support Team (HOST) along with local homeless service providers practice the housing first strategies which include proactive outreach and engagement efforts, low barrier housing entry policies, rapid and efficient entry into permanent housing, voluntary supportive services, and a focus on housing stability.

The 2018 San Bernardino County Homeless Count and Subpopulation Survey assisted the County in documenting the total number of sheltered and unsheltered homeless persons experiencing homelessness during a single point in time. The data includes subpopulation characteristics for the entire County which consists of 24 cities and unincorporated areas. The homeless count conducted on January 25, 2018, was conducted with over 500 volunteers on the streets and in shelters throughout the county.

In conjunction with the 2018 San Bernardino County Homeless Count and Subpopulation Survey, the San Bernardino County Homeless Partnership in conjunction with the Advisory Board to End Homelessness through homeless count volunteers targeted unaccompanied women in select cities throughout the County to assess their housing needs and immediately provide them resources. Approximately 1 in 4 homeless individuals in the County is an unaccompanied woman. The unaccompanied homeless women that were engaged on the day of the count, were provided with direct services based on their eligibility and connected to an appropriate housing provider.

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

Several agencies within the San Bernardino County CoC receive funds from the U.S. Department of Housing and Urban Development (HUD), Health and Human Services (HHS), Veterans Administration (VA), Homeland Security, and private donations which provide emergency and transitional housing services. According to the 2018 HUD Housing Inventory Chart for the San Bernardino County CoC, there were a total of 393 emergency shelter and 353 transitional housing beds identified within the San Bernardino County CoC. Persons receiving emergency and/or transitional housing services are assessed and connected to the appropriate temporary housing component while the permanent housing component is identified. While victims of interpersonal violence and youth may benefit from transitional housing resources, the majority of homeless persons are better served by permanent housing. The type of permanent housing depends on the assessment score for each household. Households with barriers may be placed in Rapid Re-Housing programs similar to the programs administered by KEYS, Inland Housing Solutions, and other Rapid Re-Housing providers. While households with persons with disabilities or that meet the chronically homeless definitions are may be placed in permanent supportive housing similar to programs run by Step Up, Time for a Change Foundation, and other permanent housing providers.

Developing housing for homeless individuals is one of the most challenging aspects of affordable housing development. Many chronically homeless individuals need physical and mental health services in addition to housing, which makes it extremely difficult for

local providers to offer housing to homeless persons with the assurance that they will receive needed services in a timely and sufficient manner. Agencies within the San Bernardino County CoC receive funds from the HUD CoC Homeless Assistance programs for Permanent Housing which includes Rapid Re-Housing and Permanent Supportive Housing. Additional funding sources include the Emergency Solutions Grant, Emergency Shelter and Food Program, Housing Stabilization and Supportive Services for Veterans and their families.

During fiscal year 2017-2018, the County was committed to working with housing and service providers to provide housing-related resources needed to provide emergency and transitional housing for homeless persons.

**Helping homeless persons (especially chronically homeless (CH) 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.**

The San Bernardino County CoC acts as the process for identifying people who are homeless and most in need of permanent supportive housing (PSH) services, Persons assisted include the chronically homeless (CH) individuals and families, families with children, veterans, and unaccompanied youth. The County and its partners continue to make progress in meeting its goals of reducing and ending homelessness.

During the fiscal year 2017-2018 program year, most of the homeless services provided were funded through the State-funded portion of the County's ESG program. As mentioned, to which \$395,761 was spent in addition to the \$180,045 (including administration costs) of HUD funds. The County's 2017-2018 ESG allocation was not fully utilized as the County's goal has been to rebuild the current program by using the ESG monies to strategically address the County's greatest needs with its homeless population. During this program year, many of the systematic revisions needed to improve the homeless delivery system have been identified and the County is using ESG and other sources of funding that have become readily available to redefine the ESG program to address and resolve many of the barriers that exist to providing permanent housing to those who exhibit the greatest need.

Permanent housing options for homeless families and individuals were provided through the Housing Support Program which is funded with \$3.05 million of County Transitional Assistance Department (TAD) funds and administered by KEYS. Additional permanent housing options will be made available during the 2018-2019 program year through



County HOME investment toward the new construction of affordable housing projects. Two projects that are currently under development are:

- Loma Linda Veterans' Village - a veteran project that will yield 87-affordable units of which 50 units are reserved for chronically homeless veterans.
- Golden Apartments project – a 40-unit permanent supportive housing project for chronically homeless individuals.

The CoC is in the process of implementing a two-year plan that will increase the number of PSH beds for CH persons. The plan consists of increasing the number of PSH for Chronically homeless (CH) persons by 1) encouraging PSH programs that do not serve 100% CH to serve 100% CH; 2) requiring PSH programs to fill vacant beds with CH; 3) maintain CoC-funded Transitional Housing (TH - not to exceed 24 months) beds for youth ages 18 – 24 and victims of Domestic Violence (DV) and reallocating other CoC-funded TH beds to PSH for CH; 4) reallocating CoC-funded Supportive Services Only (SSO) projects to PSH for CH; 5) supporting the creation of PSH for CH persons through non-CoC sources of funding – including state, county, and city funding sources, including Mental Health Services Act funds. The CoC requires agencies within the CoC to work closely with Mainstream Service Providers such as the Veterans' Administration (VA), Temporary Assistance for Needy Families (TANF), Social Security Administration (SSA), etc. so clients who qualify for a variety of mainstream services receive those services which increases their income and provides a support system so they do not return to homelessness. The HUD CoC Homeless program funds 3 PSH for Veterans and their families and the CoC lead agency works closely with agencies administering the Veterans Administration Supportive Services for Veterans and their Families program. The 2018 Housing Inventory Chart notes an increase in 2018. The large increase is due to a number of permanent housing projects coming online in 2018.

In fiscal year 2015-2016 the County Board of Supervisors approved a one-time allocation of \$250,000 using County General Funds for a Homeless Veterans Housing Initiative the funding remained available during fiscal year 2017-2018 and was used to provide additional support to house clients permanently. A portion of the funding, approximately \$100,000, was earmarked to fund the Enhanced Security Deposit (ESD) program. The ESD program is used to help increase the housing stock that is used to place homeless, namely, chronically homeless individuals into permanent housing. The funds of the ESD program have three primary functions: 1) to pay additional security deposit funds, if needed, to assist a homeless household/individual secure permanent housing; 2) to help incentivized landlords and property owners to participating in the homeless programs by providing unit retention and vacant unit holding deposits; and 3) provide assistance for loss mitigation for property damage caused by a homeless

program participant. The program is currently still active and has been used to assist 81 households secure permanent housing. Initially, the ESD program was developed to assist the homeless veterans population, but with the County's expanding priorities to address homelessness, the target population was expanded to also include chronically homeless individuals.

The ESD program is operated in conjunction with the Housing Search and Placement program, which is a program that is designed to provide specialized and focused search and acquisition of housing units that are identified and added to the homeless housing inventory. A specialized team of Housing Search Specialist (HSS), which are a hybrid of real estate specialists and housing navigators, work with local property managers, landlords and property owners to identify units to be used as permanent housing for clients who are literally homeless and meet the chronically homeless definition. The HSS negotiate, on behalf of the client, mitigation measures to housing barriers, move-in terms and conditions, security deposits, rental rates, etc. Utilizing HSS as a primary method of unit identification expedites the placement process. As clients are undergoing the eligibility and documentation process, the HSS team begins identifying permanent housing units for possible permanent placement. Because of housing choice, that is extended to each client, the HSS team works closely with the client to determine the most suitable location based upon preferences, proximity to services, etc. To date, over 950 housing units have been identified, over 689 clients have been assisted and over 150 households have been placed in permanent housing units identified as part of the housing search and placement program.

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

The San Bernardino County Coordinated Entry System (CES) is utilizing assessment tools and a centralized point of intake to ensure that homelessness is prevented for persons at risk of homelessness, low-income individuals and families, by providing resources to help them maintain their current housing. One of the purposes of the CES is to shorten the length of homelessness for homeless households by early assessment of barriers and efficient use of resources to move households into permanent housing. Ongoing evaluation and analysis of the CES is conducted to determine service gaps and provide a point of contact for individuals and families in a housing crisis. The San Bernardino Interagency Council on Homelessness regularly engages hospitals, foster

care facilities, mental health agencies, and correctional institutions to review current mandated homeless prevention policies and develop and implement a countywide homeless prevention policy for person leaving publicly funded institutions or systems of care that have no identified immediate housing.

San Bernardino County Homeless Partnership 10-Year Planning Committee has established and strengthened its discharge planning protocols among the key institutional systems of care and supervision. The purpose of these protocols is to assist in eliminating homelessness and assist persons from becoming homeless after being discharged from publicly funded institutions. During 2017-2018 the County continues to review the discharge protocols in place relative to the health care system (both public and private).

In 2016, the Inter-Agency Council on Homelessness (ICH) formed a health committee comprised of healthcare providers and housing service providers to address the healthcare and housing needs of the homeless within our CoC. The Health Committee was tasked to improve care coordination and leverage resources to improve wellness outcomes through “housing first” evidence based practices. The group, co-chaired by the local Medi-Cal Managed Care Plan, Inland Empire Health Plan, is identifying current healthcare resources that could be leveraged into mobile, field based case management with an aim at housing stabilization. This included an examination of current resources, regional planning across multiple agencies, and a unique leadership approach that combines the assets of all groups in finding and planning for solutions tailored to the needs of homeless individuals.

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

Describe actions taken during the program year to carry out the public housing strategy described in the Strategic Plan on SP-50 Public Housing Accessibility and Involvement and the Action Plan on AP-60 Public Housing, including:

- **Actions taken to address the needs of public housing:** Summarize actions taken during the program year and progress made toward specific public housing goals, if any, set forth in the Strategic Plan and Action Plan.
- **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership:** Summarize actions taken during the program year. Provide explanation for actions proposed in the plan but not taken during the program year. Explain how future actions will change based on the results of the current year.
- **Actions taken to provide assistance to troubled PHAs:** Summarize actions taken during the program year. Provide explanation for actions proposed in the year but not taken during the program year. Indicate if the housing agency has removed the “troubled” designation.

### **Narrative Description**

#### **Housing Authority of the County of San Bernardino Programs and Services**

Established in 1941, the Housing Authority of the County of San Bernardino (HACSB) is one of the most progressive housing authorities in the Country and also the largest provider of affordable housing in the County of San Bernardino. HACSB proudly owns and/or manages programs with 13,225 housing units and vouchers combined to serve approximately 30,000 people, most of whom are seniors, individuals with disabilities, veterans, and children. HACSB is also very active in real estate development, resident self-sufficiency support, and first-time homebuyer attainment.

There are currently 565 Public Housing units located within eight cities throughout the County. These units were developed with and are maintained through funding from HUD. HACSB also oversees 10,153 Housing Choice Vouchers (HCV), commonly referred to as Section 8. Families in the HCV Program pay approximately 30-40% of their income towards rent for a housing unit from a private landlord. The remainder of the rent is paid directly to the owner by through program funding from HUD.

HACSB also oversees a Housing Support Program, a permanent supportive housing program for homeless individuals and families that is administered through the non-profit Knowledge & Education for Your Success (KEYS).

### **Actions During the program year to address the needs of public housing**

In July 2015, the HACSB came under the direction of the County Board of Supervisors. This fosters a higher level of collaboration among HACSB and other County departments as the goals and objectives of the County and HACSB are closely related and can be coordinated through strategies and programs. As part of this ongoing collaboration, the County established a Memorandum of Understanding (MOU) among Community Development and Housing Department (CDH), Workforce Development Department (WDD), and the Housing Authority of the County of San Bernardino (HACSB) to provide County residents employment opportunities with businesses awarded County contracts funded with federal money and to inform contractors of business development assistance available through WDD.

With an aging public housing portfolio, HACSB has endeavored to completely revitalize two of its largest and oldest public housing sites: Waterman Gardens in San Bernardino and Valencia Grove in Redlands. These revitalization efforts are still underway. Waterman Gardens Public Housing site (242 original housing units) will increase to 411 mixed income housing units as a result of the ongoing revitalization. Construction of the initial on-site phase (62 units) of the Waterman Gardens revitalization project broke ground in May 2016 and was completed and occupied as of September 2017. The new development will eventually include commercial/community facilities intended to provide employment and training opportunities for residents. Housing affordability remains the primary focus for the development. In 2018 HACSB continued pre-development and development work associated with subsequent construction phases of the Waterman Gardens redevelopment project. Valencia Grove, the 85-unit first redevelopment phase of the Redlands Public Housing site, completed construction in the spring of 2016, with occupancy beginning in March 2016. Pre-development and development work associated with the second phase of construction at the Redlands site also continued in 2018.

Additionally, HACSB has received approval from HUD to convert its entire Public Housing portfolio under the Rental Assistance Demonstration (RAD) program. The RAD program will convert the funding for those units from Public Housing funding to voucher funding, which has traditionally been much more stable than Public Housing funding from a rental revenue perspective. The conversion process is underway, and

552 units have been converted to date. The remaining units will be converted in 2018 and 2019.

Project-based vouchers are included in the first phase of the Horizons at Yucaipa Senior Housing Community project, which completed construction in 2017, and Bloomington Grove Phases 1 and 2, which recently opened.

In September 2016, the Housing Authority of the City of Upland (UHA) and HACSB submitted an application to the HUD for the voluntary transfer of UHA's Housing Choice Voucher (commonly known as "Section 8") and Public Housing programs to HACSB effective July 1, 2017. The application was approved by HUD for the Housing Choice Voucher program on June 16, 2017, and for the Public Housing program on June 29, 2017. The process resulted in the transfer of 98 Public Housing units and 624 Housing Choice Vouchers from UHA to HACSB on July 1, 2017. Since that date, HACSB has assumed responsibility for both programs and began providing all services to the families served through those programs.

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

Since 2001, HACSB's Homeownership Assistance Program has helped guide interested program participants through the process of buying a home including how to find an appropriate mortgage lender. To date, 241 families have become homeowners through this program. Since 2009, this program has received statewide recognition and ranks among the top programs in creating new homeowners each year.

HACSB also receives grant funding through HUD for the Family Self-Sufficiency (FSS) Program to promote self-sufficiency activities for households in both the Public Housing and Housing Choice Voucher Programs. As a family's income rises, an escrow credit is deposited into an interest bearing escrow account by the Housing Authority. If the family successfully completes its FSS contract, the family receives the escrow funds that it can use for any purpose, including paying educational expenses, starting a business or paying debts.

HACSB's Community Development Initiatives (CDI) Department works closely with families, specifically those participating in the Five Year Lease Assistance Program and Pilot "Work" Requirement, to assist them in reaching their personal and professional goals. Staff connects and refers each family to supportive services and various economic mobility resources throughout the County. Specifically, staff will work with adult household members to: 1) assess individual strengths and barriers; 2) create a personalized education and/or professional action plan; and 3) leverage and access

existing resources including HACSB's Career and Technology Centers and job placement services at our various affordable housing sites. HACSB has also contracted with the San Bernardino County Workforce Development Department for three Workforce Development Specialists to work directly with HACSB customers. Specific personal, educational and professional target areas include:

- Workforce Readiness/Attainment and Workshops: Interviewing, professional etiquette, job search and retention skills, job advancement training, resume development, and job recruitment fairs;
- Education Attainment: GED/high school diploma completion, certification/vocational training, higher college education; and
- Life Skills Workshops: time management, self-esteem, motivation, and financial counseling (debt reduction, savings, banking services, etc.).

HACSB has expanded technology access to boost economic growth through its four Career and Technology Centers that operate in partnership with other agencies and organizations. The centers provide convenient access to technology and services that can help improve jobs skills and further education. These Centers are located in San Bernardino (2 locations), Redlands, and Colton. In collaboration with non-profit providers, training and workshops are offered to help individuals search for jobs, provide resume review and editing, job interview coaching, career assessment exercises, education advancement, and various workshops on computer programs. The computer labs and services are available to families participating in HACSB's housing programs.

Future actions will not be affected by current year activities unless funding levels fall to the point that the HACSB finds it necessary to redesign or discontinue some of these activities.

## **Troubled Public Housing Authorities**

### **Performance Evaluations - Public Housing Providers**

Public Housing Authorities are evaluated by HUD's Public Housing Assessment System (PHAS) on their performance, annually or biennially. The frequency of performance evaluations is determined by how well they have performed historically. Any PHAS whose score indicates a "Troubled" housing authority must enter into a Memorandum of Agreement with HUD to improve their performance over an unspecified period of time.

HACSB has a history of scoring as a "High Performer" and in 2008 was designated as a Moving to Work (MTW) Agency by HUD, which exempts the agency from the PHAS

evaluation and scoring. As a result, HACSB was transformed by executing innovative initiatives based on the three key MTW objectives: saving taxpayer dollars through efficient work; helping families achieve economic independence; and ensuring a family's freedom of housing choice. Currently, there are 39 Housing Authorities participating in this designation out of approximately 3,200 Housing Authorities nationwide.

As a Moving to Work Demonstration site, HACSB is not subject to the traditional PHAS and Section 8 Management Assessment Program (SEMAP) scoring; however, HACSB continues to meet the "High Performer" standards that originally allowed it to gain the MTW designation.



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

The annual report must include a summary or progress made on the “Other Actions” described in the Strategic Plan and Action, including:

- Barriers to Affordable Housing (SP-55 and AP-75)
- Obstacles to meeting underserved needs (AP-85)
- Lead-based Paint Hazards (SP-65 and AP-85)
- Anti-Poverty Strategy (SP-70 and AP-85)
- Institutional structure (SP-40 and AP-85)
- Enhance coordination (PR-15 and AP-85)

In addition, this section collects information on the jurisdiction’s actions to address impediments to fair housing choice, per 24 CFR 91.520(a).

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

As part of the County’s plan to reduce impediments identified in its Analysis of Impediments (AI), the County contracted the Inland Fair Housing and Mediation Board (IFHMB) to work with the County Consortium and review fair housing zoning, planning, and land use practices. IFHMB initiated a review process of City Zoning and General Plan ordinances relative to potentially discriminatory practices and provided education on federal regulations related to mental health, group homes, handicapped accessibility, or other civil rights issues. As a part of the process of gauging progress toward addressing the impediments to fair housing choice, the evaluation of regulations will occur on an ongoing basis throughout the period covered by the current AI, and progress will be reported in future CAPERs.

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

During this fiscal year, the County took aggressive measures to identify and address barriers to permanent housing particularly for those in the hardest to serve chronic population. To further address the obstacles of meeting the underserved needs the County:

- Partnered with Department of Behavioral Health (DBH), Office of Homeless Services, Housing Authority of the County of San Bernardino (HACSB),

Lighthouse Social Services, US Vets, the Department of Veteran Affairs and other permanent supportive providers to use ESG and other funding from the County's general fund to supplement client placement into permanent supportive housing.

- Continued the implementation of a County funded program that assists with providing additional security deposits and serves as a risk mitigation fund for property owners, landlords, and property managers.
- Continued implementation of the specialized housing search and placement team.
- Formed of a Homeless Delivery System Collaborative comprised of inter- and intra-governmental agencies and private and public homeless service providers, to identify necessary system improvements to increase the efficacy of the homeless delivery system, identify resources to augment the system, and streamline services and processes to increase efficiency of the coordination of services.
- Developed funding strategies to improve the effectiveness of the Coordinated Entry System (CES).
- Developed funding strategies to improve the effectiveness of street outreach and engagement.
- Procured legal services to assist homeless clients obtain social security and/or disability benefits; this programmatic feature will be offered beginning the 2018-2019 program year.
- Identified strategies to mitigate the barriers to obtaining housing caused by the clients inability to provide needed documentation, such as identification and birth certificates, social security cards, etc.

Those collaborations included involvement with the County's fair housing service provider, IFHMB, and greater participation in the Continuum of Care processes and projects. In addition, during the year the County maximized the use of Permanent Supportive Housing vouchers in conjunction with ESG utility assistance and essential services to improve the successes of those voucher recipients.

The County also used \$3.05 million from the Transitional Assistance Department (TAD) for a Rapid Re-Housing style program that also provides permanent supportive housing to house homeless families. The HASCBA affiliate KEYS used these funds to house 390 homeless households through implementation of the Housing Support Program.

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

Lead poisoning is considered the foremost environmental threat facing children today. Lead poisoning can cause permanent damage to the brain and many other organs, and can result in reduced intelligence and behavioral problems. More than 800,000 children younger than 6 years old living in the United States have lead in their blood that is above the level of concern set by the Centers for Disease Control and Prevention (CDC). A large portion of these children are in families of low income and are living in old homes with heavy concentrations of lead-based paint. The most common sources of childhood exposure to lead are deteriorated lead-based paint and lead-contaminated dust and soil in the residential environment.

To reduce possible lead-based paint hazards, the County has taken the following actions:

- CDH included lead testing and abatement procedures in all rehabilitation and demolition activities, where appropriate.
  - During the 2017-2018 Program Year, the CDH ensured that lead testing and abatement procedures were followed during the continued construction and/or rehabilitation of the Arrowhead Grove (a.k.a. Waterman Gardens) and Golden Apartments projects.
- Lead-based paint hazard services are provided in the County by Community Action Partnership of San Bernardino County (CAPSBC). These funds are not received from the County's CDBG funds. Projects funded by CAPSBC include:
  - Lead-safe weatherization and lead hazard reduction services to low-to-moderate income households with children under six (6) years old living the County of San Bernardino and;
  - Property owners who rent housing units to low or moderate-income households with children younger than six (6) years old may also use these services. These include single or multiple housing units built before 1978.
- The County through the San Bernardino Department of Public Health operates a Childhood Lead Poisoning Prevention (CLPP) Program whose mission is to eliminate childhood lead poisoning by educating the public, identifying and caring for lead burdened children, and preventing environmental exposures to lead. No Housing and Urban Development (HUD) Entitlement funds are used to provide this service. Program staff provided the following services at no cost to clients:<sup>i</sup>

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<sup>i</sup> San Bernardino County, Family Health Services, <http://wp.sbcounty.gov/dph/programs/fhs/clpp/>

- Case management services by Public Health Nurses to include home visits, counseling, assistance in identifying lead hazards in the home, referrals to Women, Infants and Children (WIC), Child Health and Disability Prevention (CHDP), and other appropriate resources.
- Home environmental sampling of the paint, soil and dust by an Environmental Health Specialist
- Capillary testing training to health care providers, and technical assistance regarding the Centers for Disease Control and the Department of Health Services screening guidelines
- Nutritional educations and assessment by a Registered Dietician
- Community outreach and education via presentations and community event participation.
- Investigation of complaints from agencies, businesses and the public of unsafe renovation and remodeling activities that put a child at risk of lead exposure.
- Multilingual lead-related education materials.
- Disseminated brochures about lead hazards through the Inland Fair Housing Mediation Board and the County's and Housing Authority's website.

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

The County's ESG program, in collaboration with the Continuum of Care, coordinated its funding and programs with other homeless provider agencies and mainstream housing and service programs. Through case management assistance, such as counseling, and other life training skills, the objective was for program participants to increase their ability to find and retain employment and thus maintain newly occupied assisted housing.

The County's Department of Workforce Development (WDD) worked closely with CDH through a Memorandum of Understanding to promote HUD Section 3 hiring for all of its loan and grant programs as well as operating programs under the Department of Labor's Workforce Investment Act.

The San Bernardino County Workforce Investment Board (SBWIB) manages the programs offered through WDD. SBWIB includes private business representatives and public sector partners appointed by the County Board of Supervisors. Services include career counseling; job search; and skills assessment and occupational training services.

The HACSB assists its residents and clients in their efforts to become as self-sufficient as possible. One of the main vehicles used to help these individuals escape poverty is job skills counseling and training, which can lead to employment. This is accomplished through a partnership with WDD.

Future actions may need to be modified to focus more attention on this issue if an improving economy does not result in fewer individuals and households in poverty.

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

During the program year, the County increased the targeted use of technology to increase efficiency and accountability. A major part of this process was the continued use of an electronic on-line prevailing wage management system. The objective of using this system is to reduce staff monitoring time by approximately 40% over the previous system and ensure high levels of accuracy.

During 2017-2018 the County procured a replacement grants management, loan servicing and monitoring system to replace other obsolete separate tracking systems.

Future actions are not expected to be changed unless the increasing use of technology is delayed or the expected increase in efficiency does not occur. This will challenge an already smaller staff to focus more attention on paper-based recordkeeping duties.

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

The current resources available are not adequate to meet all the social, housing, economic and community needs of a county as large as San Bernardino; thus, the County is working collaboratively with inter-and intra-governmental agencies to layer funding and services. During the program year, the County encouraged its departments, participating cities, and non-profit organizations to collaborate and to leverage funds and programs wherever possible. Cooperation, joint planning and implementation are necessary to ensure that vital services reach the County's residents. Examples of this coordination during the program year were County participation in the Interagency Council on Homelessness, Homeless Partnership Network, the County

Housing Collaborative, Housing Opportunities Collaborative of the Inland Empire and Continuum of Care review panel. The collaboration provided the opportunity to coordinate available resources and maximize the benefits to residents requiring assistance.

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

A complete description of the goals and actions to overcome the effects of the identified impediments are presented in the Analysis of Impediments to Fair Housing Choice (AI) which is available online at <http://www.sbcountyadvantage.com/About-Us/Community-Development-Housing/Consolidated-Plan.aspx>.

Six impediments to fair housing choice were identified in the Analysis of Impediments:

1. Cost of Affordable Housing Limits Housing Choice
2. Aging Housing Stock Needs Preservation to Maintain its Serviceability and Affordability
3. Inadequate Supply of Permanent Supportive Housing for Special Populations Including Persons Who are Homeless, Persons with Disabilities, and Elderly Persons
4. Improvements Are Needed Between Planning Processes for Transportation Improvements and the Development of Affordable Housing
5. "NIMBY" ("Not in My Backyard") Attitudes Toward Protected Classes
6. Acts of Housing Discrimination/Lack of Knowledge of Fair Housing Rights and Responsibilities

**Summary of Specific Actions Taken during the Program Year to Overcome the Effects of Identified Impediments**

The County awarded \$98,791 from Community Development Block Grant (CDBG) funds for activities that affirmatively furthered fair housing throughout the County Consortium, under contracts executed between the County and the Inland Fair Housing and Mediation Board, Inc., (IFHMB) for the following services:

- \$66,371 was allocated to provide comprehensive fair housing training, education, counseling, advertising and marketing services to ensure the right of all people to choose freely where they want and can afford to live. This included the provision of fair housing brochures/flyers; providing educational presentations/training on fair housing; and providing information and referral services to low-and moderate-income households for County of San Bernardino residents. During the program year, \$37,983 (58%) of this award was expended to serve 659 low

income persons. Final reimbursements to be processed in Fiscal Year 2018-2019.

- \$32,420 was allocated to provide tenant/landlord counseling and mediation services and education on fair housing laws to resolve questions and avoid disputes over evictions, deposit returns, substandard conditions and other rental matters. This included tenant/landlord mediation dispute services, discrimination investigation, education, and promotional material benefitting both residents and property managers throughout the County Consortium. During the program year, \$20,727.55 (64%) of this award was expended to serve 3,502 persons. Final reimbursements to be processed in Fiscal Year 2018-2019.

During 2017-2018, the County contracted with IFHMB to provide fair housing services throughout the County. The contract funded services that affirmatively further fair housing and activities that could impact identified impediments or overcome the effects of discriminatory housing practices.

The Community Development and Housing Department (CDH) updated its policies and procedures as part of a Voluntary Compliance Agreement or coordinated plan between the County and HUD to strengthen the County’s practices relating to Fair Housing, Section 3 and Accessibility. As a part of this plan CDH performed an analysis of race, ethnicity, disability, and other demographic data for HOME funded units. This data was the basis for updated Analysis of Impediments to Furthering Fair Housing.

The following table describes specific actions undertaken by the IFHMB and/or the County during the program year to affirmatively further fair housing.

Identified Impediment	Recommended Activities	Year 3
Cost of Affordable Housing Limits Housing Choice	Develop a new long-term strategy that would serve as an ongoing affordable housing vision and would set measureable goals for housing production and preservation through the creation of a broadly based Housing Task Force made up of County, municipalities, private developers, lenders, non-profit advocacy groups, fair housing organizations, and community representatives.	1. The County is on the Board of the Housing Opportunities Collaborative, Inland Empire (HOCIE) and has made a concerted effort to work with and expand the membership of the HOCIE by participating in various Housing Collaborative trainings and initiatives.

Identified Impediment	Recommended Activities	Year 3
Aging Housing Stock Needs Preservation to Maintain its Serviceability and Affordability	The Housing Task Force should include as part of its long-term housing strategy development, a rehabilitation component that would address the need to preserve the multi-family housing stock for qualifying renters.	<ol style="list-style-type: none"> <li data-bbox="992 268 1438 743">1. In September 2016, the Housing Authority of the County of San Bernardino (HACSB) purchased Golden Apartments. HACSB is now a part of the Community Development and Housing Agency (CDHA). Originally built in 1963, Golden Apartments will be completely rehabilitated and converted into 40 affordable units for residents with special needs by the CDHA.</li> </ol>
Inadequate Supply of Permanent Supportive Housing for Special Populations Including Persons Who are Homeless, Persons with Disabilities, and Elderly Persons	<p data-bbox="418 749 727 779">Persons with Disabilities:</p> <p data-bbox="418 814 899 1136">Organizations that serve persons with physical and mental disabilities and persons with disabilities should be engaged as participants in the housing strategy development to ensure that policies and programs will result in increased housing that is accessible and affordable and have appropriate supportive services.</p> <p data-bbox="418 1171 513 1201">Elderly:</p> <p data-bbox="418 1236 911 1598">The Housing Task Force strategy should include increasing the amount of accessible and affordable housing with appropriate supportive services for seniors. The Housing Task Force strategy should also include provisions to include accessibility modifications which allow individuals to “age in place” in either single family detached or multifamily residential units.</p> <p data-bbox="418 1633 548 1663">Homeless:</p> <p data-bbox="418 1698 911 1833">The Housing Task Force should consult with the San Bernardino County Homeless Partnership and its member organizations to ensure that the needs</p>	<ol style="list-style-type: none"> <li data-bbox="992 749 1438 1451">1. The County continues to cooperate with various funders and non-profit agencies to develop affordable housing throughout the county. The County provided HOME Investment Partnerships (HOME) funds to an affordable housing development which also received Mental Health Services Act Housing Program (MHSA) funds through CalHFA to house persons with serious mental illness who are homeless. Two projects which are currently under development, Loma Linda Vets and Golden Apartments will have affordable units set aside for individuals with mental health conditions and/or other special needs residents.</li> <li data-bbox="992 1486 1438 1860">2. Due to the increased barriers homeless experience locating and acquiring housing, the County continues to fund a focused and specialized housing search and placement program utilizing ESG to fund Housing Search Specialist positions. These Housing Search Specialists assist in searching for housing opportunities, negotiating with</li> </ol>



Identified Impediment	Recommended Activities	Year 3
	of homeless individuals and families are adequately addressed in the housing strategy.	landlords and transportation to potential units. During this program year, 131 homeless persons were assisted in locating and moving into affordable housing units.
Improvements Are Needed Between Planning Processes for Transportation Improvements and the Development of Affordable Housing	The County and its cooperating cities should examine their existing planning processes for transportation and housing development and make any necessary improvements that can make these processes more collaborative and inclusive to ensure that transportation opportunities are available and accessible near affordable housing developments.	<ol style="list-style-type: none"> <li>1. The County hosted several meetings with Omnitrans- San Bernardino Public Transit, in order to facilitate outreach to low-income residents.</li> <li>2. The County has been working with the San Bernardino County Transportation Authority (SBCTA) to develop a plan to fund Safe Routes to School (SRTS) project. This project would include sidewalk, crosswalk, traffic light, signage, and ADA improvements near Mary B. Lewis and Gerald A. Smith Elementary Schools. School walk audits and mode of travel surveys have been completed in the vicinity of both schools.</li> </ol>
"NIMBY" ("Not in My Backyard") Attitudes Toward Protected Classes	The County and its municipalities should encourage residents to productively engage with their neighbors to foster inclusive, safe and cohesive neighborhoods for all by providing additional education efforts to inform the public about the Fair Housing Act and the protections it provides to protected classes under the Act. Community-based organizations should be integral participants in this initiative and should serve as liaisons between governmental entities and individual residents.	<ol style="list-style-type: none"> <li>1. Inland Fair Housing and Mediation Board provided guidance to landlords and government agencies on avoiding discrimination of individuals with disabilities, low English proficiency, criminal records, and bedbugs.</li> <li>2. IFHMB provides ongoing trainings and workshops throughout the County to community members including landlords, police, elected officials and the community at large to discuss fair housing issues.</li> <li>3. IFHMB distributes flyers and online information on fair</li> </ol>

Identified Impediment	Recommended Activities	Year 3
		housing issues and programs throughout the County.
Acts of Housing Discrimination/ Lack of Knowledge of Fair Housing Rights and Responsibilities	<p>Outreach and Education to Residents:</p> <p>The County and its cooperating municipalities should focus increased attention and outreach on the subject to fair housing education for residents of the County. Fair Housing organizations such as Inland Fair Housing and Mediation Board or other similar Fair Housing organizations should carry out targeted outreach to racial and ethnic minority groups and to areas of concentrations of low income persons throughout the County.</p> <p>Outreach and Education for Property Owners and Property Managers, Real Estate Agents, Mortgage Lenders, and Public Employees:</p> <p>The County and its cooperating municipalities should focus increased attention and outreach on the subject to fair housing education for property owners (landlords) and property managers, real estate professionals, mortgage lenders, and city and county employees on the requirements and penalties under the federal Fair Housing Act. The County and/or its cooperating cities (as appropriate) should provide monitoring and oversight of these outreach and education efforts.</p>	<ol style="list-style-type: none"> <li>1. IFHMB provided County with flyers for upcoming workshops; County emailed to all County employees and housing industry contacts. Also, made them available to County residents via Facebook and Twitter.</li> <li>2. The IFHMB and the County's CDH staff participate in an ongoing, collaborative relationship where the County is regularly assisting IFHMB with marketing its May/October fair housing workshops, and asking for guidance on developing an outreach/marketing strategy.</li> <li>3. CDH has continued to update monitoring requirements for developers of HOME funded units that require them to provide race, ethnicity, disability, and other demographic data for HOME units, affirmative marketing plans for HOME units, information related to Violence Against Women Act (VAWA) and Domestic Violence and be assessed for Section 504 Accessibility in their set aside units and common areas.</li> </ol>

**Table 14 Fair Housing Report**

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

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

San Bernardino County has established procedures to ensure that its grant programs and non-profit agencies comply with federal program requirements and County policies, and meet local and national planning goals. As the County agency responsible for administering HUD Entitlement programs (Community Development Block Grant – CDBG, HOME Investment Partnership, Emergency Solutions Grant – ESG), The Community Development and Housing Department (CDH) monitors all programs and activities receiving funds from these grants. Monitoring responsibilities for the County’s CDBG, HOME, ESG, and fair housing programs are carried out by the staff members specifically responsible for administering each program.

CDH is responsible for developing standards and procedures for ensuring that the investment of HUD Entitlement grant funds addresses the purposes of the applicable authorization and appropriations legislation and regulations. CDH provides oversight to ensure that funds are disbursed in a timely manner and in compliance with HUD established deadlines. The CDH monitoring system is also designed to evaluate the management systems and accounting practices employed by entities receiving the County’s HUD Entitlement grant funds and/or Program Income. The monitoring system incorporates measurement standards and methods into the processes for awarding funds, allocating resources to programs and agencies, evaluating project and program implementation, and obtaining progress and completion reports from funded entities.

The Department’s standards and procedures for monitoring are designed to ensure that:

1. Objectives are achieved as described in the authorizing legislation for the CDBG, HOME, and ESG programs and in implementing regulations, guidelines, and grant agreements issued by HUD.
2. Program activities are progressing in compliance with the specifications and schedules for each program as described in written agreements executed between the County and funded entities.
3. Recipients are in compliance with other applicable laws, implementing regulations, and with the requirements to affirmatively further fair housing and minimize displacement of low-income households; and

4. Monitoring is performed using a risk-analysis based process that is consistent with HUD guidance issued for local government grantees.
5. CDH reviews all proposed activities for eligibility under statutory and regulatory requirements, and ensures that the needs for which funding is requested are identified in the Consolidated Plan and the Annual Action Plan. The Consolidated Plan and the Action Plans are monitored through the use of checklists and forms to facilitate uniform monitoring of program activities. The checklists and forms are evaluated on an ongoing basis to ensure that they address all HUD and County requirements. A part of this ongoing evaluation process also examines improvements that will make these program management tools more effective.
6. CDH identifies performance measures before the actual allocation of funds. Each description of projects and activities contains the specific metrics by which the project will be evaluated. Strategies are accompanied by performance measures that must be employed. The performance evaluation tools that are selected are realistic and understandable to eliminate any potential ambiguity and to measure project progress in the most effective manner.
7. Fiscal monitoring includes the review of approved budgets, compliance with executed grant and Sub-recipient agreements, review and approval of payment vouchers, review of fiscal reports on a monthly basis, and a review of cooperating city and non-profit audits on an annual basis.
8. The operating procedures followed by CDH to perform monitoring are contained in a separate document prepared by the Department.

To ensure that all sub-recipients of federal funds operate in compliance with all applicable laws and regulations, activities of each agency are systematically reviewed, as described below.

### **HOME Program**

The County's HOME program exclusively funds multifamily rental projects, including new construction and rehabilitation. To ensure that all apartments built using HOME funds continue to meet program requirements, San Bernardino County maintains a spreadsheet listing all units and their date of last inspection. Each year, County staff inspects 20% of all units. Inspections include both an on-site examination of the unit's physical condition using HUD's Uniform Physical Condition Standards (UPCS),

American Disabilities Act (ADA), Section 504 Accessibility compliance and other law related to physical site compliance. In addition, staff performs desk reviews to ensure all files are complete and meet program specifications including tenant files with income and demographic information and project files with all financial information, Fair Housing Marketing Plans, and compliance documentation. Following the inspection, the County issues a letter to the project's owners identifying any findings and deficiencies, and outlines timeframe to address the issues and undergo re-inspections; the timeframes are determined by the extent of remediation/corrections required and can vary from 30 to 90 days, with the possibility for extensions, if requested. Once all deficiencies have been fixed, a final clearance letter is issued. Section CR-50 HOME 91.520(d) provides the detailed results of HOME inspections. The tenant demographic and fair housing documentation are used by the County to update its annual Action Plan to Affirmatively Further Fair Housing.

To improve the monitoring and compliance process, the County has procured a comprehensive loan servicing and project monitoring database that will allow managers of HOME units to enter rental rates, tenant incomes, and other related data for tracking and verification of compliance. This module became available in fiscal year 2017-2018 and staff is transitioning into its use.

Each HOME Program loan awarded for rental housing projects is approved by the San Bernardino County Board of Supervisors and is governed by a HOME loan agreement, which sets forth the requirements for each project. HOME agreements require the delivery of HOME Project Compliance Reports and financials on an, annual basis. CDH staff reviews the provided documentation for compliance with the HOME agreement requirements and HOME regulations. On-site monitoring visits to inspect files for income and rent eligibility, as well as unit inspections of the HOME-assisted rental housing projects are conducted in accordance with the requirements of the HOME agreement.

### **CDBG Program**

To ensure compliance with CDBG regulations, the County evaluates and documents the eligibility of all grant-funded activities, places under contract all sub-awards to qualified and eligible sub-recipients, and tracks the status of all sub-award contracts. The County obtains monthly or quarterly progress reports and direct benefit reports covering all grant funds expended to document that at least 51% of clients benefitted had low or moderate incomes.

Like the HOME program, the County's CDBG monitoring also includes desk reviews and on-site monitoring to evaluate the performance and contract compliance status of all sub-recipients, including cities, County departments, and non-profit community based

organizations (CBOs). Desk reviews check project financials, labor compliance, and participation in the County's online labor compliance tracking system. On-site monitoring inspects for key project components during a site visit to the subject property or location where services are provided. The project/service must be consistent with what was proposed in order to pass inspection and ensure that local and national objectives are being met. Following inspections, letters are issued with results. In cases where corrective actions are needed, a 3-month workout period is set, followed by a re-inspection.

Over the last program year, the County monitored all 13 participating cities and 10 Community Based Organizations (CBO) sub-recipients through desk or on-site monitoring. Concerns that were found included timeliness on construction projects and missing requested program documentation. All concerns have been addressed and follow-up monitoring visits will be conducted in the fall of 2018 to verify that entities have continued to maintain required corrective actions.

### **ESG Program**

Emergency Solutions Grant (ESG) funded activities are carried out by sub-recipient non-profit organizations that provide shelter, supportive services, homelessness prevention and long-term housing solutions for homeless individuals and families. Sub-recipient contracts are prepared by the County and executed with service providers. The County monitors contract performance, including compliance with all ESG regulations.

The County conducts on-site monitoring of its ESG service providers one time per contract year. A pre-arranged date and time is set and service providers are given a Monitoring Checklist identifying what will be inspected. These inspections review service performance; completeness of service provider files, client/beneficiary files, and contract activity files; fiscal management and insurance; and for emergency shelters, housing quality.

Desk audits are conducted as part of the claims reimbursement process, which generally occurs monthly, as they are submitted by sub-recipients. Reviews ensure that the agency is expending funds on eligible uses, serving eligible clients, and meeting goals of the program. Each reimbursement request must be accompanied by a Claims Certification Checklist confirming that required steps have been taken and appropriate procedures followed. Specific checklist items include, but are not limited to, client reporting data, data input into the Homeless Management Information System (HMIS), certification of homelessness or at-risk-of-homelessness, income verification or self-certification forms, and habitability standards, fair market rents and rent reasonableness, if applicable.

## **Fair Housing Activities**

The County contracts with Inland Fair Housing and Mediation Board (IFHMB) to provide fair housing services, including complaint investigation, fair housing education, and publicity of fair housing issues. IFHMB provides an annual report detailing their activities and how they addressed previously-identified barriers to fair housing choice. The County is currently working with IFHMB to develop a reporting system that provides more specific details about fair housing issues uncovered by IFHMB throughout the year.

CDH has continued to implement monitoring requirements for developers of HOME-funded units that require them to: 1) provide race, ethnicity, disability, and other demographic data, 2) create affirmative marketing plans for the HOME units, and 3) be assessed for Section 504 Accessibility in their HOME-designated units and common areas. This information will be used to update the Analysis of Impediments to Furthering Fair Housing Choice, Action Plan to Affirmatively Further Fair Housing, and the Affirmative Outreach & Marketing plan. These reports outline the goals and recommended activities for the County and the community on how to further fair housing choice throughout the County of San Bernardino.

## **Business Outreach**

San Bernardino County has instilled an innovative system for encouraging business development for its contractors and subcontractors, including Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) firms. Prior to commencing work in the County of San Bernardino, all contractors and subcontractors must register using the County's LCP-tracker web based software program, which records MBE/WBE, Section 3 status and race/ethnicity of employees, among other characteristics of the business.

Businesses are required to participate in a meeting with Community Development staff, the San Bernardino County Department of Workforce Development (WDD), and the Housing Authority of the County of San Bernardino (HACSB). The purpose of these meetings is two-fold: first, to make contractors aware of Section 3 hiring assistance available through HACSB, and second, to inform contractors of business development assistance available through WDD. Businesses must certify participation in the program via LCP-tracker to be in compliance. Since this program's inception this year, no hires have been made and no contractors have explored business development programs offered through WDD, however, WDD did over 400 on-the-job trainings in 2017-2018.

## **Monitoring of Business Development Loan Activity**

The CDBG-funded loan program is currently inactive with respect to new loans. Individuals responsible for the Business Development Loan program will continue to monitor the existing loan portfolio until all of the requirements associated with this program have been met.

Existing loans are monitored to ensure loan payments are being received in a timely manner in adherence with the loan agreement. If payments are not being made in a timely manner, the County will provide written notification to the borrower that it is in violation of its loan agreement, as well as, a formal request as to why payments are not being made in a timely manner. If the County accepts the borrowers' explanation, their loan may be modified so as to keep the business in operation. If the County is unsuccessful in getting the borrower to bring the loan current, the loan will be in default. Should this happen, the County will then enact the default provisions in the business loan agreement and pursue available remedies.

## **Monitoring of Construction/Acquisition Project Progress**

Upon completion of the environmental review and subsequent Request for Release of Funds (RROF), CDH will contract with delegate agencies to implement its construction, acquisition and clearance activities. A delegate agency may be a cooperating city or a County department. Contract attachments describe the responsibilities of each party and serve as the template for ongoing project monitoring.

## **Monitoring of Public Service Programs**

Grant-funded public service programs are carried out by sub-recipient non-profit agencies or by cooperating cities. The sub-recipient contracts or delegate agency agreements (in the case of cities) represent the foundation for the on-going monitoring of the public service activities.

The contracts specify the services to be provided, the amount of grant funding to be utilized, the clientele to be served, and the reporting requirements. The contracts require monthly reports from the sub-recipients. Using these reports from sub-recipients, CDH staff reviews program progress, expenditures for reimbursement, and compliance with all other contract requirements. On site monitoring visits are conducted according to the risk assessment performed to review sub-recipients recordkeeping, provision of service and service facilities.



## **Performance Measurement**

In accordance with HUD's Community Planning and Development Notice 03-09, the County developed and uses a Performance Measurement System that gauges the productivity and impact of the HUD Entitlement grants. The current Performance Measurement System being followed to appropriately report program progress is the CPD Performance Measurement Training Manual, found on the HUD Exchange website. Performance measures meeting the HUD requirements are in place and are being reported in several progress and annual reports to HUD. These measures are examined on an on-going basis to ensure that the County is appropriately reporting program and project progress in compliance with HUD procedures on a timely basis, as determined by HUD.

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

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

San Bernardino County's Citizen Participation Plan meets HUD's requirements referenced at 24 CFR 91.105(b) for citizen participation in all HUD grants programs. A draft of the 2017-2018 CAPER was available for public comment for a 15-day period that commenced on August 27, 2018 and concluded on September 11, 2018. Opportunity to comment on the draft was advertised in English and Spanish in six newspapers serving the County of San Bernardino, and on the County's website. A public hearing was held at the County Board of Supervisors meeting on Tuesday, September 11, 2018, one comment was received.

#### **Public Comment Received**

- In regards to the Coordinated Entry System (CES) developed by the Continuum of Care (COC) it was stated that the CES is not correctly reporting.

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

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

San Bernardino County has not made any major changes to the objectives of its CDBG program over the last year. The program continues to focus on public services, public facilities improvements, and major capital improvement projects. The County has continued to fund projects for enhanced code enforcement and capital infrastructure projects, such as street, curb, gutter, and sewer improvements/expansions instead of economic development projects.

**Brownfields Economic Development Initiative (BEDI) grantees- Describe accomplishments and program outcomes during the last year.**

San Bernardino County is not a BEDI grantee.

## **CR-50 - HOME 91.520(d)**

**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

For HOME Investment Partnership (HOME) participating jurisdictions, the report must include the following:

- Results of on-site inspections of affordable rental housing for program compliance
- Assessment of the jurisdiction's affirmative marketing actions
- Assessment of the jurisdictions' outreach to minority-owned and women-owned businesses

### **Results of on-site inspections of affordable rental housing assisted under the HOME Program**

The on-site inspections for rental housing that received HOME Program assistance are detailed in the following table. Included in the table are issues (findings) and follow up actions taken.

#### **Summary of the results of the on-site inspections**

- |                               |                |
|-------------------------------|----------------|
| • Properties inspected        | 24             |
| • Total units                 | 1,851          |
| • HOME units                  | 418            |
| • Number of Issues (Findings) | (See Table 15) |
| • Number of follow up actions | (See Table 15) |

**Developments that missed scheduled inspections:** 0

Remaining projects to be inspected on-site this program year based upon the schedule in §92.504(d):

The 2013 HOME Final Rule 92.504(d)(A) requires that, on-site inspections must occur within 12 months of completion and at least once every three years thereafter during the

period of affordability. The initial inspection is inclusive of, but not limited to, review of tenant files to ensure income and rent eligibility, the initial inspection also entails physical site inspections of units and common areas to ensure compliance with UPCS, ADA, Section 504, and other laws and regulations governing physical site. The County portfolio consists of 39 HOME projects currently online and one coming on line during the 2017-2018 fiscal year.

An annual monitoring schedule is created to ensure, monitoring within the 3-year cycle project. As of the end of fiscal year 2017-2018, the entire portfolio has been monitored, in accordance with our annual monitoring schedule.

**CR-50 HOME (HOME grantee only)**

2017 PROGRAM YEAR ON-SITE INSPECTIONS OF HOME-ASSISTED PROJECTS				
Property Name & Address	HOME Units	Total Units	Findings	Follow-up Action
A Better Way Apartments 15991 Tokay Street, Victorville 92395-9514 Office: 14114 Hesperia Rd. Victorville 92395	4	4	Temporary non-compliance due to concerns regarding frequency of annual recertification and physical site concerns.	Working with management to remediate.
Bethlehem Temple Apartments 331 - 343 Lilac Avenue, Rialto 92376-5742	7	7	Concerns regarding required income reporting documentation and physical site concerns.	Working with management to remediate.
Citrus Grove of Rialto (fka Willow Winchester) 1432 N. Willow Avenue Rialto, 92376-3315	40	160	Temporary non-compliance due to concerns regarding income and other required reporting documentation as well as physical site concerns.	Letter of findings / concerns issued. Working with management to remediate.
Crossings Apartments (The) 177 W. South Street, Rialto 92376-6412	11	100	Temporary non-compliance due to concerns regarding income documentation and physical site concerns.	Letter of findings / concerns issued. Working with management to remediate.
Desert View Apartments 57535 Death Valley Road, Baker 92309	11	25	Temporary non-compliance due to over-income tenants; Affirmative Fair Marketing Procedures ("AFMP") and income determination methodology.	Letter of findings / concerns issued. Working with management to remediate.
Dumosa Senior Village (fka Yucca Valley Senior Housing 57090 Twentynine Palms Highway, Yucca Valley, CA 92284)	11	75	Areas of concern regarding AFMP and physical site concerns.	Letter of findings / concerns issued. Working with management to remediate.
East Rancho Verde Village 8837 Grove Avenue, Rancho Cucamonga 91730-5047	11	40	Temporary non-compliance due to concerns regarding over income tenants, AFMP, and physical site concerns.	Letter of findings / concerns issued. Working with management to remediate.

**2017 PROGRAM YEAR ON-SITE INSPECTIONS OF HOME-ASSISTED PROJECTS**

<b>Property Name &amp; Address</b>	<b>HOME Units</b>	<b>Total Units</b>	<b>Findings</b>	<b>Follow-up Action</b>
Heritage Pointe Sr Apts (fka Malvern Ave) 8590 Malven Avenue, Rancho Cucamonga 91730-4669	11	49	Temporary non-compliance due to concerns regarding income documentation and physical site concerns.	Letter of findings / concerns issued. Working with management to remediate.
Horizons at Yucaipa 12279 3rd Street, Yucaipa, 92399	24	50	Minor areas of concern regarding physical site.	Letter of findings issued. Project has appropriately resolved findings.
Jeffrey Court Apartments 7367 Central Avenue, Highland 92346-3544	11	185	Temporary non-compliance due to concerns regarding tenant income, required reporting documentation, as well as physical site concerns.	Letter of findings / concerns issued. Working with management to remediate.
Lantern Woods Apts. (Family) 425 S. 1st Ave., Barstow 92311-7301 & 434 S. 2nd Ave., Barstow 92311-7300	28	29	Temporary non-compliance due to concerns regarding tenant income documentation, calculations, as well as physical site concerns.	Working with management to remediate.
Loma Linda Commons 10799 Poplar Street Loma Linda, CA 92354	11	120	Temporary non-compliance regarding tenant income, required reporting documentation as well as physical site concerns.	Letter of findings or concerns submitted. Working with management to remediate.
Loma Linda Terrace 10846 Poplar Street Loma Linda, CA 92354	22	50	Temporary non-compliance due to concerns regarding tenant income, required reporting documentation, as well as physical site concerns.	Letter of findings or concerns submitted. Working with management to remediate.
Mountain Breeze Villas 25942 E. Baseline St., Highland, CA 92410	10	168	Temporary non-compliance due to concerns regarding required reporting documentation, as well as physical site concerns.	Letter of findings / concerns issued. Working with management to remediate.

**2017 PROGRAM YEAR ON-SITE INSPECTIONS OF HOME-ASSISTED PROJECTS**

<b>Property Name &amp; Address</b>	<b>HOME Units</b>	<b>Total Units</b>	<b>Findings</b>	<b>Follow-up Action</b>
Redwood Terrace 8181 Redwood Avenue, Fontana 92335-7017	11	68	Temporary non-compliance due to concerns regarding required reporting documentation, as well as physical site concerns.	Letter of findings / concerns issued. Working with management to remediate.
Renaissance Village 207/317 N. Glenwood Ave Rialto, CA 92376	11	144	Temporary non-compliance due to over-income tenants.	Letter of findings / concerns issued. Working with management to remediate.
San Antonio Vista 10410 Pradera Court Montclair, CA 91763	11	75	Temporary non-compliance due to concerns regarding required reporting documentation, as well as physical site concerns.	Letter of findings / concerns issued. Working with management to remediate.
Sunrise Vista (fka Scenic View Apts) 755 E. Virginia Way, Barstow 92311	39	156	Concerns regarding required income reporting documentation and physical site concerns.	Working with management to remediate.
Sunset Pointe (fka Virginia Village) 501 E. Virginia Way, Barstow 92311-3900	36	144	Concerns regarding required income reporting documentation and physical site concerns.	Working with management to remediate.
The Village @ Redlands (fka Mt. View Acres) 301 S. Wabash Avenue, Redlands 92374	11	42	Temporary non-compliance regarding ADA, VAWA, AFMP, tenant income certification process, income determination, as well as physical site concerns.	Letter of findings / concerns issued. Working with management to remediate.
Tierra Serrano 773 W Foothill Blvd, Rialto 92376	74	75	None	None
Van Leuven I (fka Van Leuven 14) 25241 - 25247 Van Leuven Street, Loma Linda 92354-2200	11	14	Temporary non-compliance due to physical site concerns.	Working with management to remediate.

2017 PROGRAM YEAR ON-SITE INSPECTIONS OF HOME-ASSISTED PROJECTS				
Property Name & Address	HOME Units	Total Units	Findings	Follow-up Action
Vista Del Sol 1320 Webster Street, Redlands, CA 92374-2181	11	75	Concerns regarding required income reporting documentation and physical site concerns.	Working with management to remediate.
Yucaipa Crest 12385 6th Street Yucaipa, CA	11	45	Minor areas of concern regarding file documentation.	Letter of findings / concerns issued. Working with management to remediate.

**Table 15 - HOME Monitoring Report**  
(fka: formerly known as)

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

**Affirmative Marketing Actions for HOME Program**

Affirmative Fair Housing Marketing (AFHM) plans and affirmative marketing procedures are required by the HOME Investment Partnerships (HOME) Program Final Rule (24 CFR Part 92) and are included in applications for San Bernardino County (County) HOME funds. The County’s policy is to distribute information to the public regarding fair housing laws, as well as its own guidelines, for participation in the HOME Program. In accordance with Federal Regulations (24 CFR 92.351), the County adopted an affirmative marketing policy and procedures. The County is committed to equal opportunity in housing choices in the local housing market without discrimination based on race, color, religion, sex, national origin, familial status, or disability. Community Housing Development Organizations (CHDOs), developers and/or owners, of HOME Program funded projects containing five or more units, must comply with the affirmative marketing requirements to receive assistance. Affirmative marketing procedures must continue throughout the period of affordability. The County is committed to affirmative marketing, which is implemented in the HOME Program through a specific set of steps that the County and participating groups follow.

***Informing Affected Parties***



The County informs the public, potential tenants, and property owners about Federal fair housing laws and the affirmative marketing policy using the following items:

- Equal Housing Opportunity logotype or slogan in press releases, news advisories, solicitations for CHDOs, developers and/or owners and in all written communications;
- Advertising in print and electronic media that is used and viewed or listened to by those identified as least likely to apply; and
- Meetings to inform CHDOs, developers and/or owners regarding program participants.

The County has established procedures to ensure that CHDOs, developers and/or owners of rental housing developments assisted by the HOME Program solicit applications from persons in the housing market area who are not likely to apply for the housing without special outreach. The CHDOs, developers and/or owners will solicit applications through such locations as community based organizations, places of worship, employment centers, fair housing groups, or housing counseling agencies.

### ***Evaluation***

The County has established monitoring procedures to assure that each CHDO, developer and/or owner of rental housing adheres to the established requirements and practices in order to carry out the affirmative marketing procedure. The effectiveness of the County's affirmative marketing actions are evaluated annually and the County will take corrective actions if it finds that property owners fail to carry out required procedures. The County incorporates the affirmative marketing requirements into the affordable housing agreements and informs developers, owners and property management about ways to improve current procedures. Those who fail to meet the requirements or to make suggested improvements will be disqualified from future participation in the HOME Program. A list of monitoring results and follow-up actions are outlined in Table 15 of this report.

### **Labor Compliance**

The County provides “Labor Compliance Provisions” as an “Attachment D” to all construction bids and executed construction contracts.

Contractors/subcontractors attest, on a required form, that they have an Affirmative Action Program. If they do not, they agree to abide by the County’s Affirmative Action Program in the County’s “Attachment D” of the bid package and/or the Labor Compliance Contract Addendum of the construction contract. The County posts Labor Compliance information/requirements on the County website at <http://www.sbcountyadvantage.com/About-Us/Community-Development-Housing/Labor-Compliance.aspx>. The County additionally hosts pre-construction (Pre-Con) meetings prior to the commencement of construction with contractors and subcontractors to review Labor Compliance Provisions and requirements.

Through LCP-tracker (Labor Compliance software Program) the County maintains data on the ethnicity, race and gender of the contractors/subcontractors that enter into construction contracts with the County.

The County has formed partnerships with the Department of Workforce Development (WDD) and the Housing Authority of the County of San Bernardino (HACSB) in order to connect contractors with the employment services offered by the two agencies and provide opportunities to county residents and businesses.

As part of the construction contract, contractors are mandated to meet with WDD and HACSB to learn about the employment services they provide. Contractors are required to submit a form signed by WDD and HACSB confirming that they met with the agencies.

The County’s HOME Agreement includes language regarding labor compliance and equal opportunity.

### **Section 3**

The County has adopted a Section 3 Plan. The County’s HOME Agreement includes language regarding Section 3 requirements; minority and women-owned contractors, and training opportunities. Contracts also require the inclusion of a Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR Part 135.

## **Effectiveness of San Bernardino County’s affirmative marketing actions**

Since implementation of the affirmative marketing actions outlined above, the County has seen a higher level of cooperation from contractors and subcontractors in the area of labor compliance.

It is anticipated that the implementation of the revised Section 3 plan, will result in a higher proportion of minority and women-owned enterprises will benefit from our HOME funded projects.

In addition, placing greater emphasis on ensuring compliance with affirmative marketing, as part of the onsite monitoring process has resulted in greater awareness and adherence to the requirement.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

A total of \$1,016,743.15 of HOME program income was reported during the program. This program income has been included in the 2018-2019 Action Plan and will be used toward development of units via new construction and/or acquisition rehabilitation projects. There was \$716,866 used toward the acquisition costs for the Golden Apartments project which will provide 40 Permanent Supportive Housing units to chronically homeless individuals.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

The County is actively committing and expending funds to expand its efforts to create affordable housing. During fiscal year 2017-2018, it committed \$3,158,308 to the Golden Apartments project for acquisition and rehabilitation. In addition, the County expended over \$2.04 million (Source: IDIS PR-05) on acquisition and/or construction costs related to the following projects: Golden Apartments project, Loma Linda Veterans' Village, and Horizons at Yucaipa. To maximize its efforts toward the creation of affordable housing, the County partners with the Housing Authority of the County of San Bernardino (HACSB) and the Department of Veterans Affairs (VA). Using its partnerships, the County leveraged a portion of its HOME allocation with 50 of the VA's VASH Project-Based Vouchers, and 37 of HACSB's non-VASH Project-Based Vouchers to secure tax credit funding for the Loma Linda Veterans' Village project.

In addition, the County remains forward planning as it relates to ensuring projects are in the pipeline for future unit creation. During this fiscal year, negotiations ensued for another affordable housing project, Arrowhead Grove, which will be located in the City of San Bernardino. The project will be comprised of 147 affordable units. The County will invest predevelopment funds into the Community Housing Development

Organization (CHDO) project. The funds and the goals were reflected in the 2018-2019 Action Plan and will be reported during the next reporting period of the CAPER.

As previously mentioned, the County added 50-units to its affordable housing stock during the 2017-2018 fiscal year with the completion and closeout of the Horizons at Yucaipa affordable, senior project. This final project close out was completed in 2017-2018 and all project accomplishments are currently being reported. The expended HOME funds were used towards site acquisition, predevelopment and construction costs. Additionally, the HOME funds were leveraged with various sources to fund the first phase of the project:

- State Tax Credit Equity
- California Housing Finance Agency (CALHFA)/ Mental Health Services Act (MHSA) Program Financing
- Deferred Developer Fee
- General Partner Loan
- Conventional Financing

Additionally, the County makes concerted efforts to ensure the long-term affordability of its investment by securing each project with 55-year covenants, recorded against the property, that run with the land. When possible, the County negotiates the priority of the covenants in the efforts to maintain the durability of the covenants in the event of project default or foreclosure.

# CR-60 - ESG 91.520(g) (ESG Recipients only)

## ESG Supplement to the CAPER in *e-snaps*

### For Paperwork Reduction Act

#### 1. Recipient Information—All Recipients Complete

##### Basic Grant Information

<b>Recipient Name</b>	San Bernardino County
<b>Organizational DUNS Number</b>	073590812
<b>EIN/TIN Number</b>	956002748
<b>Identify the Field Office</b>	Los Angeles
<b>Identify CoC(s) in which the recipient or sub-recipient(s) will provide ESG assistance</b>	CA-609 San Bernardino County Continuum of Care

##### ESG Contact Name

<b>Prefix</b>	
<b>First Name</b>	Shanikqua
<b>Middle Name</b>	
<b>Last Name</b>	Freeman
<b>Suffix</b>	
<b>Title</b>	Housing and Homeless Programs Manager
<b>Phone</b>	(909) 387-4327
<b>Email</b>	Shanikqua.Freeman@cdh.sbcounty.gov

##### ESG Contact Address

<b>Street Address 1</b>	385 North Arrowhead Avenue, 3 <sup>rd</sup> Floor
<b>Street Address 2</b>	
<b>City</b>	San Bernardino, CA
<b>State</b>	California
<b>ZIP Code</b>	92415-0043
<b>Phone Number</b>	(909) 387-4327
<b>Extension</b>	
<b>Fax Number</b>	(909) 387-4415
<b>Email Address</b>	Shanikqua.Freeman@cdh.sbcounty.gov

**ESG Secondary Contact**

<b>Prefix</b>	
<b>First Name</b>	Estella
<b>Last Name</b>	Wells
<b>Suffix</b>	
<b>Title</b>	ECD Analyst II
<b>Phone Number</b>	(909) 387-4343
<b>Extension</b>	
<b>Email Address</b>	Estella.Wells@cdh.sbcounty.gov

**2. Reporting Period—All Recipients Complete**

<b>Program Year Start Date</b>	07/01/2017
<b>Program Year End Date</b>	06/30/2018

### 3a. Sub-recipient Form – Complete one form for each sub-recipient

**Sub-recipient or Contractor Name:** Catholic Charities of San Bernardino/Riverside

**City:** San Bernardino

**State:** CA

**Zip Code:** 92411

**DUNS Number:** 964980171

**Is sub-recipient a victim services provide:** No

**Sub-recipient Organization Type:** Other Non-profit organization

**ESG Subgrant or Contract Award Amount:** \$13,967 (represents unspent funds from fiscal year 2016-2017 posted during fiscal year 2017- 2018)

**Sub-recipient or Contractor Name:** Community Action Partnership of San Bernardino County

**City:** San Bernardino

**State:** CA

**Zip Code:** 92414, 0610

**DUNS Number:** 144663296

**Is sub-recipient a victim services provide:** No

**Sub-recipient Organization Type:** Other Non-profit organization

**ESG Subgrant or Contract Award Amount:** \$2,775 (represents unspent funds from fiscal year 2016-2017 posted during fiscal year 2017- 2018)

**Sub-recipient or Contractor Name:** Family Service Association of Redlands

**City:** Redlands

**State:** CA

**Zip Code:** 92392

**DUNS Number:** 95-1655614

**Is sub-recipient a victim services provide:** No

**Sub-recipient Organization Type:** Other Non-profit organization

**ESG Subgrant or Contract Award Amount:** \$36,361 (represents unspent funds from fiscal year 2016-2017 posted during fiscal year 2017- 2018)

**Sub-recipient or Contractor Name:** Lutheran Social Services of Southern California

**City:** San Bernardino

**State:** CA

**Zip Code:** 92405

**DUNS Number:** 33-0634580

**Is sub-recipient a victim services provide:** No

**Sub-recipient Organization Type:** Other Non-profit organization

**ESG Subgrant or Contract Award Amount:** \$20,124 (represents unspent funds from fiscal year 2016-2017 posted during fiscal year 2017- 2018)

**Sub-recipient or Contractor Name:** Inland Temporary Homes  
**City:** Loma Linda  
**State:** CA  
**Zip Code:** 92354  
**DUNS Number:** 33-0307314  
**Is sub-recipient a victim services provide:** No  
**Sub-recipient Organization Type:** Other Non-profit organization  
**ESG Subgrant or Contract Award Amount:** \$73,520 (represents unspent funds from fiscal year 2016-2017 and a new award)

**Sub-recipients or Contractor Name:** High Desert Homeless Services, Inc.  
**City:** Victorville  
**State:** CA  
**Zip Code:** 92392  
**DUNS Number:** 93-8252913  
**Is sub-recipient a victim services provide:** No  
**Sub-recipient Organization Type:** Other Non-profit organization  
**ESG Subgrant or Contract Award Amount:** \$35,256 (represents unspent funds from fiscal year 2016-2017 posted during fiscal year 2017- 2018)  
**STATE ESG\*** additional funding used for homeless services  
**\*not included in expenditures chart**

**Sub-recipient or Contractor Name:** Time for Change Foundation  
**City:** San Bernardino  
**State:** CA  
**Zip Code:** 92406  
**DUNS Number:** 52-2405277  
**Is sub-recipient a victim services provide:** No  
**Sub-recipient Organization Type:** Other Non-profit organization  
**ESG Subgrant or Contract Award Amount:** \$193,195

**Sub-recipient or Contractor Name:** Catholic Charities of San Bernardino/Riverside  
**City:** San Bernardino  
**State:** CA  
**Zip Code:** 92411  
**DUNS Number:** 964980171  
**Is sub-recipient a victim services provide:** No  
**Sub-recipient Organization Type:** Other Non-profit organization  
**ESG Subgrant or Contract Award Amount:** \$200,000



**Sub-recipient or Contractor Name:** Inland Temporary Homes

**City:** Loma Linda

**State:** CA

**Zip Code:** 92354

**DUNS Number:** 33-0307314

**Is sub-recipient a victim services provide:** No

**Sub-recipient Organization Type:** Other Non-profit organization

**ESG Subgrant or Contract Award Amount:** \$200,000

# CR-65 - Persons Assisted

## 4. Persons Served-

The complete number of persons served under each activity listed below may reflect duplicate counts across activities.

### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	21
Children	23
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>44</b>

Table 16 – Household Information for Homeless Prevention Activities

### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	67
Children	63
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>130</b>

Table 17 – Household Information for Rapid Re-Housing Activities

### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	239
Children	80
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>319</b>

Table 18 – Shelter Information

#### 4d. Street Outreach

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 19 – Household Information for Street Outreach

#### 4e. Unduplicated Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	327
Children	166
Don't Know/Refused/Other	0
Missing Information	0
Total	493

Table 20 – Household Information for Persons Served with ESG

#### 5. Gender—Complete for All Activities

	Total
Male	261
Female	232
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
Total	493

Table 21 – Gender Information

## 6. Age—Complete Unduplicated Total for All Activities

	<b>Total</b>
<b>Under 18</b>	166
<b>18-24</b>	41
<b>25 and over</b>	286
<b>Don't Know/Refused/Other</b>	0
<b>Missing Information</b>	0
<b>Total</b>	493

Table 22 – Age Information

## 7. Special Populations Served—Complete for All Activities

### Number of Persons in Households

<b>Subpopulation</b>	<b>Total Persons Served – Prevention</b>	<b>Total Persons Served – RRH</b>	<b>Total Persons Served in Emergency Shelters</b>	<b>Total</b>
<b>Veterans</b>	1	6	22	29
<b>Victims of Domestic Violence</b>	2	7	20	29
<b>Elderly</b>	1	5	22	28
<b>HIV/AIDS</b>	0	0	2	2
<b>Chronically Homeless</b>	0	5	26	31
<b>Persons with Disabilities:</b>				
<b>Severely Mentally Ill</b>	1	12	47	60
<b>Chronic Substance Abuse</b>	0	5	26	31
<b>Other Disability</b>	4	25	80	109
<b>Total (may include duplicate counts)</b>	5	42	153	200

Table 23 – Special Population Served

# CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

## 10. Shelter Utilization

Number of New Units – Rehabbed	0
Number of New Units – Conversion	0
Total Number of bed - nights available	48,545
Total Number of bed - nights provided	28,705
Capacity Utilization	59.13%

Table 24 – Shelter Capacity

## 11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

In consultation with San Bernardino County Continuum of Care, the San Bernardino County established a homeless partnership consisting of community and faith-based organizations, educational institutions, non-profit organizations, private industry, and federal, state, and local governments. The partnership committee established a network of service delivery to aid the homeless and those at-risk for homelessness through coordination of services and resources, collaboration, communication, and planning. The partnership committee continually develops and implements performance standards to measure the effectiveness at targeting those who need the assistance most, reducing the number of people living on the streets or emergency shelters; shortening the time people spend homeless, and reducing each participant’s housing barriers or housing stability risks.

To this end, the partnership has formed a 10-year committee, beginning in 2008, with a 10-year strategy to end chronic homelessness. In addition to measuring performance related to sheltering of the homeless, the plan also measures prevention, community integration, outreach, and income and support services.

The County’s measures evaluate program efficacy and how effectively the program, overall, serves the targeted populations and clients in need, based on level of need; measuring outcomes and, again the efficacy of the provision of services that ultimate lead to: 1) assisting those who exhibit the most need and have been prioritized by the CES system; 2) reducing episodes of homelessness (sheltered and unsheltered); 3) reducing the time homelessness is experienced by rehousing clients as rapidly as possible; 4) reducing barriers to housing and embracing Housing First practices.

The County assisted 493 persons, approximately 83% of those assisted exited the program to some form of permanent housing. By the end of the program year, there

were only 16% still enrolled in a program being assisted with obtaining permanent housing. Below is a breakdown of performance, by activity:

### **Emergency Shelter**

238 clients were assisted with emergency shelter or motel vouchers options while receiving supportive services to obtain permanent housing. The average length of stay for emergency shelter was 26 days, which is 71% less than 90 day goal to move clients from emergency shelter to permanent housing.

### **Rapid Re-housing**

130 clients were assisted with Rapid Rehousing financial assistance such as security deposits, rental assistance, etc. and non-financial assistance such as housing relocation, search and placement through centralized housing search and placement services. One of the County's performance measures is the duration to house a client with a goal to house clients within 90 days of project start date. Sixty (60) clients or 46% of the clientele were rapidly housed within 0-30 days, with the remaining being housed between 31-180 days. Of the clientele housing under rapid rehousing, 85% were exited into permanent housing situations and less than 1% was exited to a temporary situation (i.e. staying with a friend or family).

### **Homelessness Prevention**

One of the County's performance measures is the prevention of homelessness and the sustainability of housing after assistance. 41 clients who were at imminent risk of homelessness were able to avoid an episode of homelessness due to the financial assistance provided through the program. Clients were provided rental assistance to pay rent arrearages to maintain their housing stability, the average length of assistance was 2 months. Since most clients were experiencing short-term housing crisis the immediate assistance provided was able to prevent homelessness and clients were able to maintain housing without a subsidy.

### **HMIS**

In collaboration with the CoC, data quality and fidelity are an important standard of measure. The data quality requires entry of universal data elements to be at or below a 5% error rate, which includes timeliness, accuracy and completeness. Overall, the data quality performance for the universal data elements meet the 5% error rate threshold with the exception of the disabling condition data element which registered at a 6.69% error rate. The timeliness of data entry fell significantly short of the established benchmarks with the mode of time for data entry exceeding 11 days versus the

established 1-3 days. To address this, the County is implementing training and accountability benchmarks for the service providers to increase accuracy, completeness and the overall fidelity of the data entered.

#### General Information

Of the 493 persons assisted, 34 chronically homeless were provided long-term permanent assist in collaboration with the CoC and other permanent supportive housing programs. While this number only represents 7% of the clients assisted by ESG, the County has prioritized assisting the chronically homeless populations. Given the specialized of the chronically homeless, the ESG providers are not always a fit to provide the long-term, intensive case management and services required for the clients success. The County has, however, during this program year worked with various agencies and intergovernmental entities to streamline the overall homeless delivery system to increase the overall performance outcomes for the number of chronically homeless assisted and the usage of ESG funding to assist that target population.

# CR-75 – Expenditures

## 11. Expenditures

### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year*		
	2015	2016	2017
Expenditures for Rental Assistance	\$127,733	\$79,406	\$31,056
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	\$0	\$989	\$0
Expenditures for Housing Relocation & Stabilization Services - Services	\$27,152	\$0	\$0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	\$0	\$15,476	\$0
<b>Subtotal Homelessness Prevention</b>	<b>\$154,885</b>	<b>\$95,871</b>	<b>\$31,056</b>

**Table 25 – ESG Expenditures for Homelessness Prevention**

\* Represents HUD and State ESG funds

### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	\$49,385	\$33,407	\$77,389
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	\$0	\$138	\$0
Expenditures for Housing Relocation & Stabilization Services - Services	\$29,882	\$33,889	\$0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	\$0	\$4,197	\$0
<b>Subtotal Rapid Re-Housing</b>	<b>\$79,267</b>	<b>\$71,631</b>	<b>\$77,389</b>

**Table 26 – ESG Expenditures for Rapid Re-Housing**



### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Essential Services	\$0	\$21,752	\$0
Operations	\$101,057	\$148,501	\$62,518
Renovation (none) – Motel Vouchers	\$29,445	\$41,763	\$0
Major Rehab	\$0	\$0	\$0
Conversion	\$0	\$0	\$0
<b>Subtotal</b>	<b>\$130,502</b>	<b>\$212,016</b>	<b>\$62,518</b>

Table 27 – ESG Expenditures for Emergency Shelter

### 11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Street Outreach	\$0	\$0	\$0
HMIS	\$0	\$0	\$0
Administration	\$40,424	\$43,857	\$9,082

Table 28 - Other Grant Expenditures

### 11e. Total ESG Grant Funds\*

Total ESG Funds Expended	Program Year 2015	Program Year 2016	Program Year 2017
Annual Expenditures	\$405,078	\$423,375	\$180,045

Table 29 - Total ESG Funds Expended

\*Does not include accruals

### 11f. Match Source

	Program Year 2015	Program Year 2016	Program Year 2017
Other Non-ESG HUD Funds	\$0	\$43,857	\$9,082
Other Federal Funds	\$0	\$170,889	\$119,427
State Government	\$0	\$95,658	\$0
Local Government	\$177,015	\$0	\$0
Private Funds	\$222,600	\$50,000	\$303,092
Other	\$457,287	\$177,035	\$144,205
Fees	\$0	\$0	\$0
Program Income	\$0	\$0	\$0
<b>Total Match Amount</b>	<b>\$856,902</b>	<b>\$537,439</b>	<b>\$575,806</b>

Table 30 - Other Funds Expended on Eligible ESG Activities

**11g. Total**

<b>Total Amount of Funds Expended on ESG Activities</b>	<b>Program Year 2015</b>	<b>Program Year 2016</b>	<b>Program Year 2017</b>
<b>Total Funds</b>	<b>\$1,261,980</b>	<b>\$960,814</b>	<b>\$755,851</b>

**Table 31 - Total Amount of Funds Expended on ESG Activities**



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<sup>i</sup> San Bernardino County, Family Health Services, <http://wp.sbcounty.gov/dph/programs/fhs/clpp/>