

**CITY OF ANTIOCH
CDBG Committee
REGULAR MEETING**

DRAFT

Regular Meeting June 11, 2021 3:00 a.m. Meeting Conducted Remotely

The City of Antioch, in response to the Executive Order of the Governor and the Order of the Health Officer of Contra Costa County concerning the Novel Coronavirus Disease (COVID-19), conducted the CDBG Committee meeting utilizing Zoom Audio/Video Technology.

1. Roll Call

Present: Councilmember Walker and Barbanica
Staff: Teri House, CDBG/Housing Consultant

2. Public Comments - None

3. Approval of Minutes

Moved by Barbanica, second by Walker, approved unanimously

4. Review of CDBG Five-Year Cycle and CDBG Committee Involvement and Calendar

See Power Point slides 1-11 outlining general CDBG cycle within the five-year Consolidated Plan, which consists of a two-year, then a three-year grant cycle. The Grant Kickoff will be around October 6th with applications due back around December 6th, providing two months for technical assistance for new agencies who may wish to apply. Throughout December staff will review applications, qualify them, conduct NEPA environmental review, conduct risk analysis/rating. Councilmembers will be given access to City Data Services (CDS) in January to begin their review and rating process. Agency interviews of 10 min each will be conducted over approximately two interview days. Deliberations will be conducted after, and funding allocated in descending order by highest score. In general, no grant less than \$10k. Can spread out money to fund the highest number of services or give more money to highest scoring projects. Council committee has chosen to fund more broadly than deeply over the past 10 years according to staff.

5. Updates

New Income limits - see Power Point slide 12 for new income limits for county. Maps update – see Urban Institute May updates comparison to last year. See also state Affirmatively Furthering Fair Housing viewer for latest in housing choice voucher dissemination in County and Antioch.

6. Discuss Emerging Needs of Lower-Income Residents

Council members are hearing most about housing concerns (lower income tenants paying rent), still lines around the corner at Food Banks, unemployment. Discussion of an email blast to landlords and mailing to tenants that help is coming, don't evict tenants, if budget approves Gov. Newsom's proposal for the state to pay

100% of back rent instead of 80% as well as utilities. Staff will prepare to conduct outreach to tenants and landlords as soon as word is received.

7. Set Future Meeting Dates and Agendas

Suggestion that the CDBG will not meet in July, next meeting August 6, 11-12:00 p.m.. Add Election of Chair and Vice Chair to agenda as an action item.

8. Oral communications – None

9. Written Communications – None

10. Adjournment

The CDBG Committee adjourned the meeting at 12:11 P.M.

Respectfully submitted:

Teri House

Teri House, CDBG Consultant



**6-11-2021 CDBG Committee
Meeting Presentation**

CDBG Cycles



- **5-year cycle of the 2020-25 Consolidated Plan**
 - **Plus one year prior to prepare the Analysis of Impediments to Fair Housing Choice and update other required documents**
- **2-year / 3-year grant funding cycles for each ConPlan**
 - **First two years of Plan is first cycle**
 - **Last three years of Plan is second cycle**

Review - What is an Action Plan?



- 1-Year Plan to achieve goals identified in Consolidated Plan with CDBG and local funding
 - Must meet only highest priority needs
 - Focus on activities that provide measurable direct benefits to lower income residents
 - Consistent with the 2020-25 Consolidated Plan
 - Compliant with HUD and other federal regulations

CDBG Annual Cycle



➤ Action Plan - submit to HUD by May 15

- Conduct grant cycle or renewal process (for year 2 or 2 & 3)
- Meeting of CDBG Committee to make recommendations for grant allocation
- Write Action Plan
- Advertise 31 days for public comment
- Council Public Hearing to approve allocation by resolution
- Submit to HUD

CDBG Annual Cycle



- Action Plan continued
 - Approval by HUD within 45 days, letter sent to Mayor & City Manager
 - Contract sent to and signed by City Manager
 - Funding available in IDIS for withdrawal from Treasury
 - Contracts to subrecipients (agencies)
 - Quarterly reporting into IDIS for all funded projects
 - Quarterly drawdowns from IDIS/Treasury to reimburse subrecipients

CDBG Annual Cycle



- Consolidated Annual Performance Evaluation Report (CAPER) - submit by end of September
 - Monitor 1/3 of subrecipients by August
 - Write CAPER
 - Advertise for 15 day Public Comment
 - Approval by Council in Public Hearing
 - Approval by HUD within 45 days
 - Letter sent to Mayor & City Manager to accept

Upcoming 3-year Grant Funding Cycle



- **3-Year Cycle for FY 2022-23, 2023-24 & 2024-25**

- Unified effort by Consortium – Antioch, Concord, Pittsburg, Walnut Creek, and County
- September 1st- 30-day public notice in CC Times and Spanish newspaper about grant opportunity, grant kickoff event
- Email to over 600 agencies/persons on interested party list for all of County
- Outreach to agencies, networks to encourage attendance

Upcoming 3-year Grant Funding Cycle



➤ Grant Kickoff on October 6th

- Technical Assistance to agencies for 2 months

➤ Applications due on December 6th

- Staff reviews for completeness, meeting threshold criteria for acceptance, asks for additional information as needed, works with agencies to withdraw if needed
- Staff creates scoring sheets for each application
- Staff reviews all materials and scores all applications

Upcoming 3-year Grant Funding Cycle



➤ CDBG Committee Review – January & February

- Committee receives applications in January
 - Committee reviews materials and PRELIMINARILY scores
 - Committee can choose to use staff scoring, change or disregard

➤ CDBG Committee Agency Interviews - March

- Committee conducts interviews of all agencies (optional)
 - 10 min each, 1 min in & intro, 4 min presentation, 4 min Q&A, 1 min exit
 - Generally takes two days, 3-4 hours per day

Upcoming 3-year Grant Funding Cycle



➤ Deliberations – must conclude by early April

- After interviews, Committee adjusts scoring as needed
- Once scored is finalized, funding is awarded in descending order by score
 - Usually scores of about 75 and under are not funded
 - No grant should be under \$10k due to cost of meeting federal compliance
 - Committee can fund more agencies with a smaller amount of funding, or fund fewer agencies with larger amount of funding
 - Must make logical case for skipping one to fund a lower scoring application that will hold up under appeal

Upcoming 3-year Grant Funding Cycle



➤ Action Plan Development

- Committee recommendations form basis for draft Action Plan
 - Draft AP is sent to agencies for comment
 - Draft AP is published in newspapers once, 31 days for public comment
 - Ads show funding total for each priority need, not individual agency recommendations
- Staff developed full Action Plan in IDIS (60 pages or so)
- Staff writes report of recommendations for Council Public Hearing
- Council must approve no later than May 10, 2022 meeting
- AP submitted to HUD by May 15, 2022

New Income Limits 2021-22



What is Lower Income?

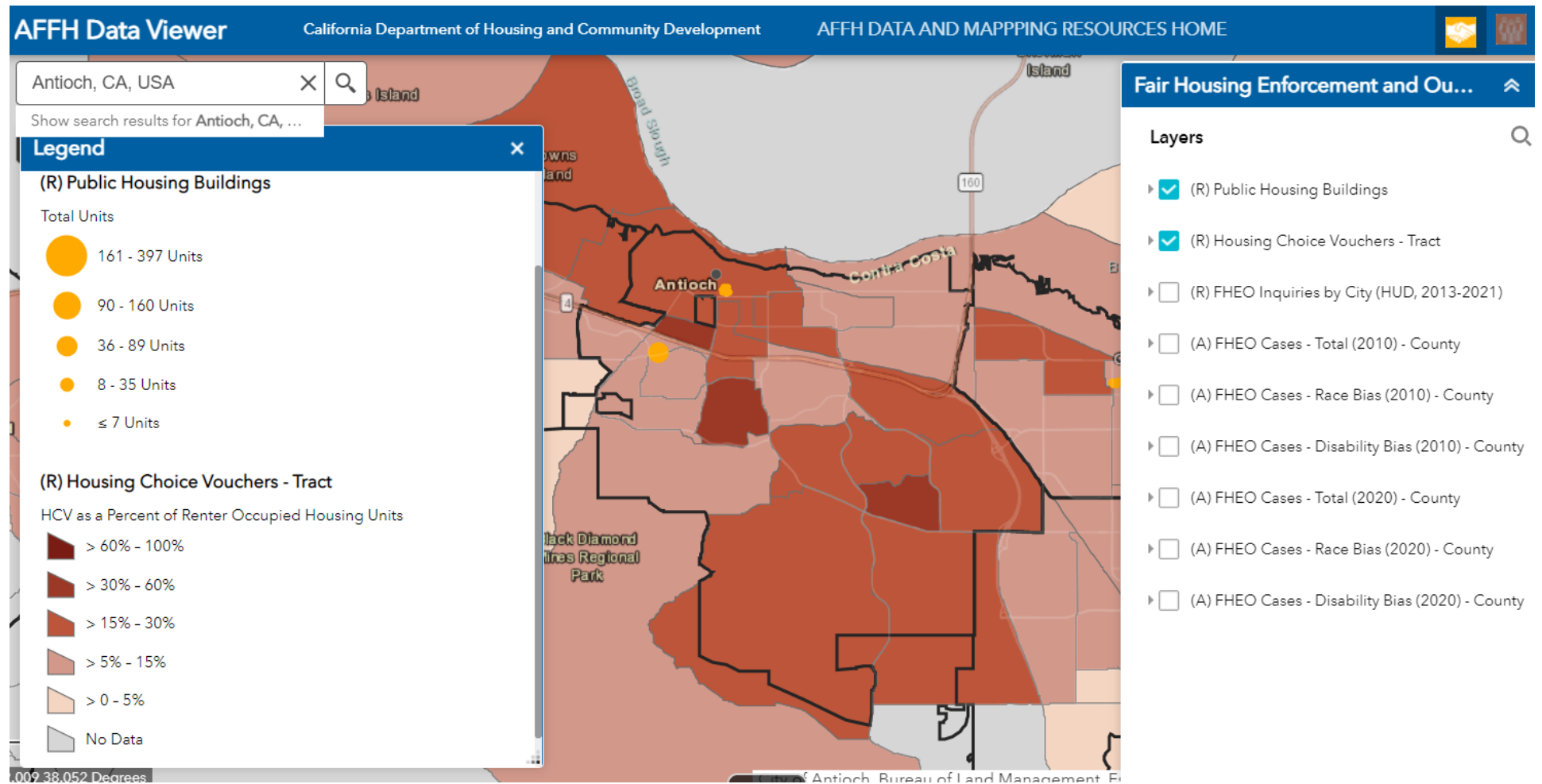
- **Extremely Low-Income**
 - 0-30% Area Median Income
- **Very Low-Income**
 - 31-50% AMI
- **Low-Income**
 - 51-80% AMI

Median income households earn 100% of AMI

Established by HUD annually

Contra Costa County CDBG Program			
Income Limits by Household Size, Effective April 2021			
Persons per Household	Maximum Income of households which are:		
	Extremely Low-Income 0-30% AMI	Very Low-Income 31-50% AMI	Low-Income 51-80% AMI
1	\$28,800	\$47,950	\$76,750
2	\$32,900	\$54,800	\$87,700
3	\$37,000	\$61,650	\$98,650
4	\$41,100	\$68,500	\$109,600
5	\$44,400	\$74,000	\$118,400
6	\$47,700	\$79,500	\$127,150
7	\$51,000	\$84,950	\$135,950
8	\$54,300	\$90,450	\$144,700
<ul style="list-style-type: none">- Extremely low-income households are defined as households earning 30% or less of the area median income (AMI);- Very low-income households earn 50% or less AMI- Low-income households earn 80% or less AMI; and- Median income households earn 100% AMI <p>Source: U.S. Department of Housing and Urban Development</p>			

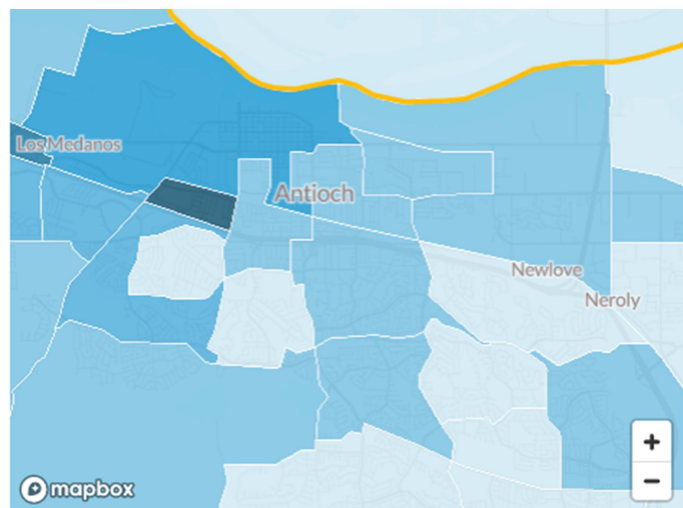
State Affirmatively Furthering Fair Housing (AFFH) Data Viewer - <https://affh-data-resources-cahcd.hub.arcgis.com/>



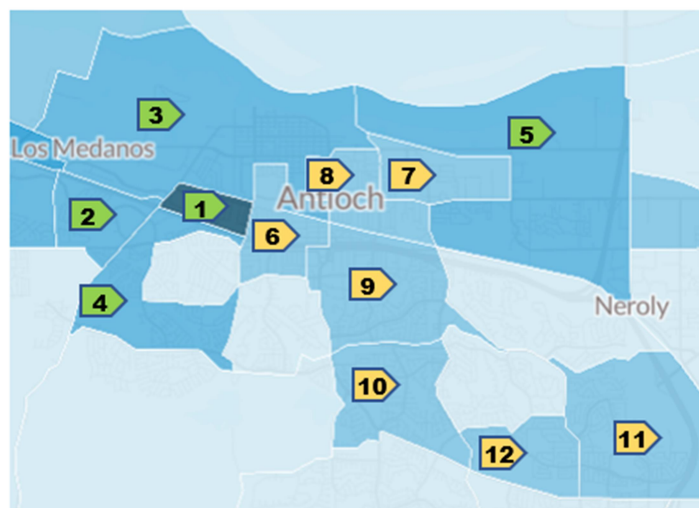
Where to Prioritize Emergency Rental Assistance to Keep Renters in Their Homes

Mapping Neighborhoods Where Low-income Renters Face Greater Risks of Housing Instability and Homelessness to Inform an Equitable COVID-19 Response

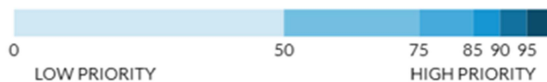
Last updated May 14, 2021



Emergency Rental Assistance Priority Index percentile



Emergency Rental Assistance Priority Index percentile



May 14, 2021

June 2020

CENSUS TRACT 307202
in Contra Costa County, CA

550
ELI renters

Emergency Rental Assistance Priority Index: **99th**
percentile (among California tracts)

Housing Instability Risk Subindex: 98th percentile

Shares of: people living in poverty, renter-occupied housing units, severely cost-burdened low-income renters, severely overcrowded households, and unemployed people

COVID-19 Impact Subindex: 67th percentile

Shares of: adults without health insurance and low-income jobs lost to COVID-19

Equity Subindex: 98th percentile

Shares of: people of color, extremely low-income renter households, households receiving public assistance, and people born outside the US

1 Sycamore area (darkest) has highest need

CENSUS TRACT 307202
in Contra Costa County, CA

680
ELI renters

Emergency Rental Assistance Priority Index: **96th**
percentile (among California tracts)

Housing Instability Risk Subindex: 96th percentile

Shares of: people living in poverty, renter-occupied housing units, severely cost-burdened low-income renters, severely overcrowded households, and unemployed people

COVID-19 Impact Subindex: 68th percentile

Shares of: adults without health insurance and low-income jobs lost to COVID-19

Equity Subindex: 97th percentile

Shares of: people of color, extremely low-income renter households, households receiving public assistance, and people born outside the US



CENSUS TRACT 305000
in Contra Costa County, CA

2

530
ELI renters

3

CENSUS TRACT 305000
in Contra Costa County, CA



565
ELI renters

Emergency Rental Assistance Priority Index: 85th
percentile (among California tracts)

Emergency Rental Assistance Priority Index: 79th
percentile (among California tracts)

Housing Instability Risk Subindex: 88th percentile

CENSUS TRACT 307205
in Contra Costa County, CA

3

830
ELI renters

4

CENSUS TRACT 307205
in Contra Costa County, CA



625
ELI renters

Emergency Rental Assistance Priority Index: 83rd
percentile (among California tracts)

Emergency Rental Assistance Priority Index: 77th
percentile (among California tracts)

Housing Instability Risk Subindex: 84th percentile

Shares of: people living in poverty, renter-occupied housing units, severely cost-burdened low-income renters, severely overcrowded households, and unemployed people

COVID-19 Impact Subindex: 64th percentile

Shares of: adults without health insurance and low-income jobs lost to COVID-19

Equity Subindex: 78th percentile

Shares of: people of color, extremely low-income renter households, households receiving public assistance, and people born outside the US

Housing Instability Risk Subindex: 82nd percentile

Shares of: people living in poverty, renter-occupied housing units, severely cost-burdened low-income renters, severely overcrowded households, and unemployed people

COVID-19 Impact Subindex: 48th percentile

Shares of: adults without health insurance and low-income jobs lost to COVID-19

Equity Subindex: 70th percentile

Shares of: people of color, extremely low-income renter households, households receiving public assistance, and people born outside the US

CENSUS TRACT 307201
in Contra Costa County, CA

4

250
ELI renters

Emergency Rental Assistance Priority Index: 76th
percentile (among California tracts)

Housing Instability Risk Subindex: 81st percentile

Shares of: people living in poverty, renter-occupied housing units, severely cost-burdened low-income renters, severely overcrowded households, and unemployed people

COVID-19 Impact Subindex: 50th percentile

Shares of: adults without health insurance and low-income jobs lost to COVID-19

Equity Subindex: 68th percentile

Shares of: people of color, extremely low-income renter households, households receiving public assistance, and people born outside the US

2

CENSUS TRACT 307201
in Contra Costa County, CA



285
ELI renters

Emergency Rental Assistance Priority Index: 83rd
percentile (among California tracts)

Housing Instability Risk Subindex: 90th percentile

Shares of: people living in poverty, renter-occupied housing units, severely cost-burdened low-income renters, severely overcrowded households, and unemployed people

COVID-19 Impact Subindex: 67th percentile

Shares of: adults without health insurance and low-income jobs lost to COVID-19

Equity Subindex: 72nd percentile

Shares of: people of color, extremely low-income renter households, households receiving public assistance, and people born outside the US

CENSUS TRACT 308001
in Contra Costa County, CA

5

350
ELI renters

Emergency Rental Assistance Priority Index: 69th
percentile (among California tracts)

Housing Instability Risk Subindex: 72nd percentile

Shares of: people living in poverty, renter-occupied housing units, severely cost-burdened low-income renters, severely overcrowded households, and unemployed people

COVID-19 Impact Subindex: 57th percentile

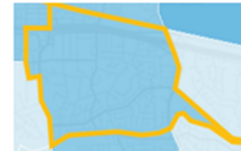
Shares of: adults without health insurance and low-income jobs lost to COVID-19

Equity Subindex: 62nd percentile

Shares of: people of color, extremely low-income renter households, households receiving public assistance, and people born outside the US

9

CENSUS TRACT 308001
in Contra Costa County, CA



270
ELI renters

Emergency Rental Assistance Priority Index: 63rd
percentile (among California tracts)

Housing Instability Risk Subindex: 68th percentile

Shares of: people living in poverty, renter-occupied housing units, severely cost-burdened low-income renters, severely overcrowded households, and unemployed people

COVID-19 Impact Subindex: 56th percentile

Shares of: adults without health insurance and low-income jobs lost to COVID-19

Equity Subindex: 56th percentile

Shares of: people of color, extremely low-income renter households, households receiving public assistance, and people born outside the US