



FIRST PROGRAM YEAR ACTION PLAN

The CPMP First Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

NARRATIVE RESPONSES

EXECUTIVE SUMMARY

GENERAL QUESTIONS

HOUSING

HOMELESS

COMMUNITY DEVELOPMENT

NON-HOMELESS SPECIAL NEEDS HOUSING

OTHER NARRATIVE

GENERAL

The General Section contains narrative responses to questions in the following areas:

- A. Executive Summary: objectives, outcomes and past performance.
- B. General Questions: areas in which investment will be directed, basis for allocating investments geographically, actions to address obstacles to meeting underserved needs and resources expected to be available to address needs.
- C. Managing the Process: lead agency, process by which the Action Plan was developed and actions to enhance coordination between public and private organizations.
- D. Citizen Participation: summary of the process, citizen comments, efforts to broaden participation including outreach to minorities and persons with disabilities and responses to comments.
- E. Institutional Structure: description of actions to develop institutional structure.
- F. Monitoring: description of actions to monitor housing and community development projects and ensure compliance with program requirements.
- G. Lead-based Paint: description of actions to evaluate and reduce the number of housing units containing lead-based paint.

A. Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 1 Action Plan Executive Summary:

1. Objectives and Outcomes

Table 1 identifies the City of Monterey Park's objective and outcome categories for CDBG and HOME funded activities in accordance with Federal Register Notice dated March 7, 2006. During the 2010-2011 Program Year, the City will fund activities in four objective/outcome categories - DH-2, SL-1, SL-3 and EO-1.

Table 1
City of Monterey Park
Consolidated Plan/Action Plan - 2010-2011
Objectives and Outcomes

DH-2 - Affordability for the purpose of creating Decent Housing
HOME Housing - Housing Rehabilitation Program
HOME Housing - Affordable Housing Incentives Program
SL-1 Improve Availability/Accessibility for the Purpose of Creating a Suitable Living Environment
CDBG - After School Program
CDBG - Adult Literacy
CDBG - Child Care Services
CDBG - Community Fund
SL-3 Improve Sustainability for the Purpose of Creating a Suitable Living Environment
CDBG - Fair Housing
CDBG - Code Enforcement
CDBG - ADA Improvements
CDBG - ADA Wheelchair Curb Cuts
EO-1 Improve Availability/Accessibility for the Purpose of Creating Economic Opportunity
CDBG - Section 108 Loan Repayment

2. Evaluation of Past Performance

Table 2 identifies 10 projects included in the prior ConPlan and a comparison of the proposed to actual accomplishments through mid-year 2009. Three projects have actual accomplishments exceeding proposed accomplishments: code enforcement, handicapped access ramps and special economic development. The City also may meet the proposed accomplishments for ADA improvements to public and community facilities and reconstruction of alleys. However, the City is unlikely to meet the proposed accomplishments for the other projects: fair housing, public services, housing rehabilitation and affordable housing incentives program.

During this Consolidated Plan update process, a careful review was made of the realistic goals/accomplishments for each proposed activity. The 2010-2011 proposed accomplishments are based on an evaluation of past accomplishments with the allocated resources as well as the experience of the subrecipients.

**Table 2
City of Monterey Park
Evaluation of Past Performance -- 2005-2009**

Project Title	Project Description	2005-2010 Proposed Accomplishments	Total Accomplishments thru 2009
Code Enforcement Program	Enforcement of City codes, elimination of hazardous and unsightly conditions in L/M areas	5,000 housing units	6,739 housing units
Fair Housing Program	Working with the Housing Right Center to resolve housing discrimination and landlord-tenant issues	1,500 people	982 people
Public and Community Facilities	Install disabled friendly ramps and doors to comply with ADA requirements at all City facilities	5 public facilities	4 public facilities
Public and Community Facilities	Install street handicapped access curb cuts		39 ramps
Public Improvements	Reconstruction of deteriorated alleys	1 alley	0 alleys
Special Economic Development	Technical support or low interest loans to local business to foster job creation or retention	20 businesses	82 businesses
Public and Community Services	Fund public and community services for the youth, seniors, disabled, homeless and other population in need	16,000 persons	8,704 persons
Commercial Rehabilitation Program	Commercial façade improvements in Redevelopment Project Areas	12 projects 36-45 businesses	6 projects 23 businesses
Housing Rehabilitation Program	Loans and grants to meet critical repair needs, eliminate code violations, and make energy conservation improvements	60 housing units	17 housing units completed
Affordable Housing Incentives Program	Financial assistance to developers and owners for the acquisition, rehabilitation and/or development of new affordable housing	Approximately 35 households	10 households

B. General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

Program Year 1 Action Plan General Questions response:

1. Geographic Areas in Which Assistance will be Directed

Assistance will be directed to neighborhoods that qualify for CDBG funds on an “area benefit” basis. An area benefit activity is one *that is available to benefit all the residents of an area* which is 1) primarily residential, and 2) where 51% of the population is low/mod income. An estimated 25% of the five-year CDBG funding amount will be directed to the low- and moderate-income neighborhoods. This percentage figure includes the projected funding for Code Enforcement [\$245,000 of \$976,000 total]. The low/mod income neighborhoods include the following:

<u>Census Tract</u>	<u>Block Groups</u>
4817.11	4
4817.12	1, 4
4817.13	1, 2
4817.14	1, 2
4820.02	4
4821.01	3
4822.01	2
4827.01	3

Exhibit 1 shows the boundaries of the census tracts and block groups.

2. Basis for Allocating Investments Geographically

The basis for allocating investments reflects the results of input from the following:

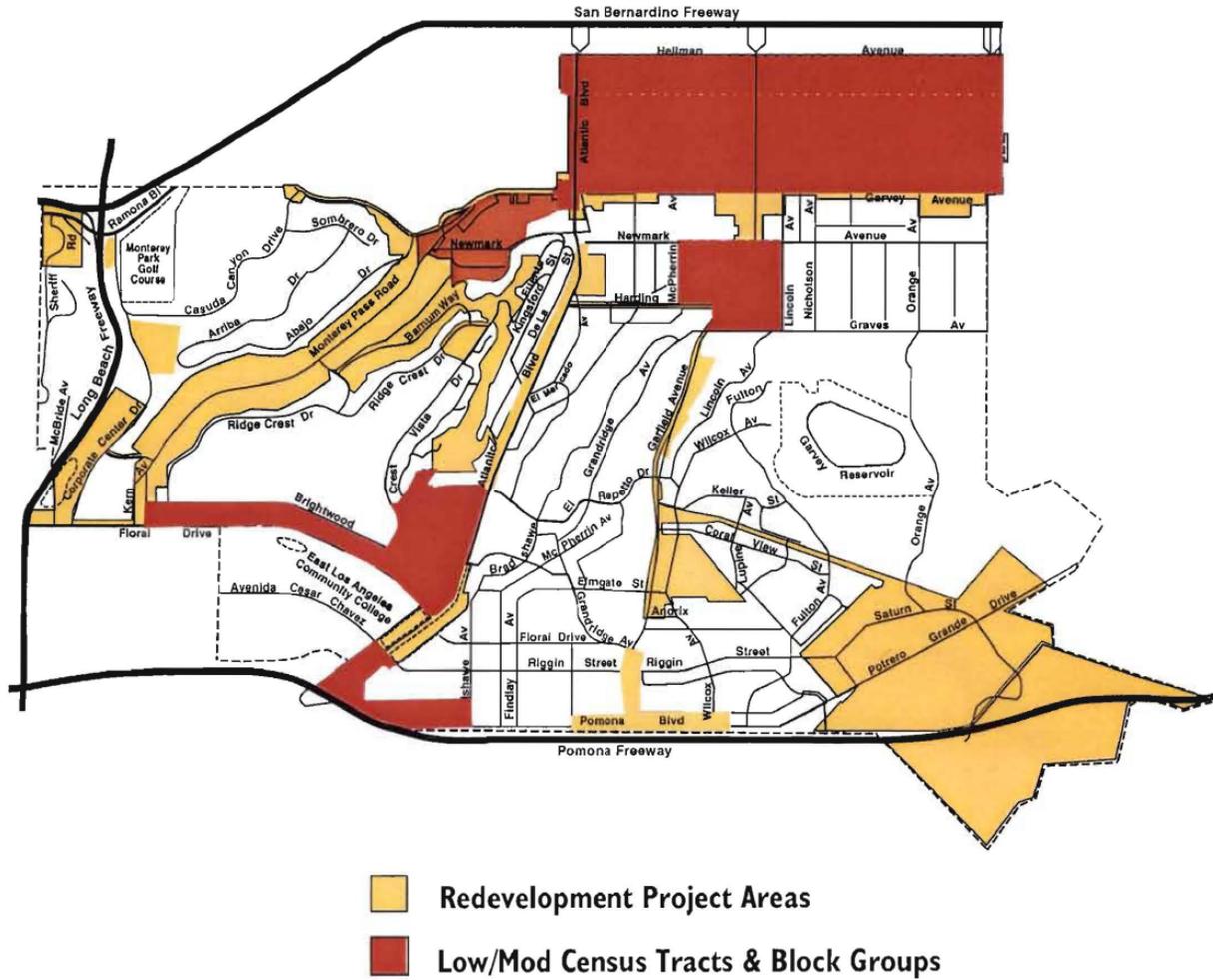
- Monterey Park Consolidated Plan Community Workshop - December 17, 2009
- Housing & Community Development Needs Survey
- Public Consultation (e.g., homeless assistance providers, fair housing providers)
- City of Monterey Park General Fund Budget, FY 2009-2010
- Housing market conditions and influences
- 2008-2014 Housing Element of the General Plan

Exhibit 1

CITY OF MONTEREY PARK

UPDATED CDBG ELIGIBLE AREAS

2000



Monterey Park Redevelopment Agency 2009-2014 Redevelopment Implementation Plan

- Los Angeles Homeless Services Authority, 2009 Priorities
- City Council Predevelopment Public Hearing - March 3, 2010

3. Actions to Address Obstacles to Meeting Underserved Needs

Efforts to address obstacles to meeting underserved needs will include:

- The City will obtain data from the Housing Authority of the County of Los Angeles (HAcoLA) on the number of Section 8 households assisted by race, ethnicity, age and disability status. The City will compare who is being served to the demographics characteristics of the community. In this way, the City will be able to estimate more precisely underserved populations.
- The City will encourage and support the efforts of the HAcoLA to seek additional Section 8 Housing Choice Vouchers.
- The City will encourage and support the efforts of non-profit housing development corporations to seek funding from federal, state and local sources for special needs housing.

4. Resources Expected to be Available

a. CDBG Funds

The City of Monterey Park has based its available resources on the anticipated availability of \$976,000 for the July 1, 2010 through June 30, 2011 period. Table 3 shows the Action Plan CDBG Budget based on the anticipated level funding of \$976,000 per year.

Table 3
City of Monterey Park
PY 2010-2011 *Draft* Action Plan CDBG Budget

Project/Activity	Proposed Funding
After School	\$18,000
Adult Literacy	\$20,000
Child Care	\$31,830
Community Fund	\$67,000
Fair Housing	\$25,000
Code Enforcement	\$245,000
ADA Improvements	\$30,000
ADA Wheelchair Curb Cuts	\$24,985
Section 108 Loan Repayment	\$343,185
Planning and Administration	\$171,000
Total	\$976,000

Source: City of Monterey Park Economic Development Department

b. HOME Funds

Table 4 shows the Strategic Plan 5-Year HOME Budget based on the anticipated funding level of \$500,000 per year plus \$600,000 of carryover funds. Pursuant to the HOME program regulations, 15% of the 500,000 PY 2010-2011 HOME funds are reserved for non-profit housing development projects and 10% is reserved for program administration. The balance of \$975,000 is allocated to the Housing Rehabilitation and Affordable Housing Incentives Programs.

Table 4
City of Monterey Park
PY 2010-2011 *Draft* Action Plan HOME Budget

Project/Activity	Proposed Funding
Housing Rehabilitation Program	\$225,000
Affordable Housing Incentives Program	\$750,000
CHDO Project	\$75,000
HOME Administration	\$50,000
Total	\$1,100,000

Source: City of Monterey Park Economic Development Department

C. Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 1 Action Plan Managing the Process response:

1. Lead Agency

The City of Monterey Park Economic Development Department is the lead agency for overseeing the development of the Consolidated Plan and administration of the CDBG and HOME programs. The major public and private agencies responsible for administering programs covered by the Consolidated Plan include: Economic Development Department and non-profit subrecipients that administer programs addressing public service needs.

2. Process by which the Program year 2010-2011 Action Plan was Developed

The City's Economic Development Department took the lead in developing the Consolidated Plan. The Department accomplished the following:

- Organized and conducted a Community Workshop on December 17, 2009
- Prepared, distributed and analyzed a Housing and Community Development Survey
- Consulted with other City Departments including City Manager, Development Services and Public Works
- Organized and carried out the Community Fund public service application process

- Organized and conducted a pre-development public hearing before the City Council - March 3, 2010
- Consulted with adjacent local jurisdictions

3. Actions to Enhance Coordination

The City has developed an inventory of public and private housing, health and social services agencies. During Program Year 1, the City will codify the inventory as a directory of services and maintain a point of contact for each agency. Additionally, the City will obtain the agency-specific 5-Year and 1-Year Plans and maintain these plans in a resource binder to facilitate coordination in future program years. Examples of this effort include the Area Agency on Aging 5-Year Plan and the 5-Year and 1-Year Plans of the Housing Authority of Los Angeles County.

D. Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 1 Action Plan Citizen Participation response:

1. Summary of Citizen Participation Process

The City's citizen participation process included:

- Community Workshop - December 17, 2009
- Housing and Community Development Survey
- Pre-development Public Hearing held by the City Council - March 3, 2010
- Circulation of the Draft Consolidated Plan for a 30-day period
- Public Hearing held by the City Council to consider approval of the Consolidated Plan

Listed below are individual oral or written comments made at the December 17, 2009 Community Workshop:

- Make more curbs wheelchair accessible
- Youth aquatic program for grade 1 -12, where children can easily integrate with school physical education department, and children get credits within the school profile and grade to encourage water-safe life style for growing children.
- A.D.A. sliding doors at library
- Funds to rehabilitate an owner occupied residential property with a rental unit

- Funds for mentally ill persons
- Business start up grant

- Information on the types and locations of affordable housing developments for lower income households

Listed below are the resident survey results:

- Neighborhood Improvement Needs
 - ✓ Sidewalk Improvements - high priority
 - ✓ Security Fencing - high priority
 - ✓ Street Improvements - medium priority
 - ✓ Street Lights - low priority, 2 responses
 - ✓ Storm Drain Improvements - low priority

- Public Service Needs
 - ✓ Senior Services - high priority, 2 responses
 - ✓ Health Care Services - high priority, 3 responses
 - ✓ Youth Recreation - high priority
 - ✓ Literacy Services - high priority
 - ✓ Transportation Service - high priority
 - ✓ Employment Training - high priority
 - ✓ Anti-Crime Programs - high priority

- Housing Needs
 - ✓ Low cost Loan to Improve Home - high priority, 2 responses
 - ✓ Reduce Housing Costs - 1 high priority and 1 medium priority
 - ✓ Help in Buying a Home - high priority
 - ✓ Improve Apartments - 1 high priority and 1 low priority

Listed below are the comments made the City Council pre-development public hearing:

- A pastor from a Monterey Park church received the City's flyer regarding the public hearing. He would like funds to start a Family promise Program in Monterey Park. This organization helps homeless families with children.

- The program director of the East Los Angeles College Disabled Student Program expressed thanks for funding from the city for many. She requested that funding for the Community Fund Program continue for the next five years.

- The program director of the San Gabriel Valley Center, a Homeless, Alcohol, and Drug Abuse Family Service Center requested that funding be continued for the Homeless Program provide to the City.

- A recipient of the HOME Residential rehabilitation program expressed her appreciation for the rehab performed on her home. She has received many compliments from her neighbors.

- One City Council person requested that funds be used for a Housing Program for Returning and Homeless Veterans.

- The same City Council person also requested a program to address physical remodeling for elderly seniors who lives in their own homes.

The Draft Consolidated Plan will be available for review from March 25, 2010 through April 23, 2010.

2. Summary of Citizen Comments or Views on the Action Plan

Public comments and views on the Action Plan will be summarized after the end of the 30-day review period.

The City Council will hold a public hearing to adopt the Consolidated Plan on May 5, 2010. Public comments will be summarized after that public hearing is held.

3. Summary of Efforts to Broaden Public Participation

The City's outreach effort to minority populations and non-English speaking persons was accomplished through the Community Workshop and Housing and Community Development Survey. In early December 2009, the City mailed an invitation to residents of CDBG low/moderate income neighborhoods to attend the Community Workshop. In addition, at the Community Workshop interpretive services were provided in Chinese and Spanish.

Outreach efforts to persons with disabilities were accomplished through the public consultation process. The consultation process included interviews with organizations representing the views and interests of the disabled.

4. Responses to Comments

To be added following the City Council public hearing.

E. Institutional Structure

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|---|
| 1. Describe actions that will take place during the next year to develop institutional structure. |
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Program Year 1 Action Plan Institutional Structure response:

The City's Economic Development Department, Public Works Department and the Code Enforcement Division of the Development Services Department are the key departments involved in the Consolidated Plan process. The Economic Development Department is responsible for administration of the CDBG and HOME programs, including the Action Plan, CAPER and program monitoring. The Public Works Department is responsible for the ADA improvement and curb ramp projects. The Code Enforcement Division is responsible for the investigation and enforcement of all Municipal Code violations such as property maintenance, public nuisances, zoning/land use, and substandard rental housing.

In order to strengthen internal coordination and timeliness of expenditures, the Economic Development Department will hold quarterly meetings with the Departments responsible for capital projects and code enforcement. These quarterly meetings will help to strengthen the delivery of services especially in the low/moderate income neighborhoods.

Additionally, the City will focus on:

- Strengthening the working relationship with the HAoCLA by providing input to and coordinating with that organization. Efforts to strengthen the institutional structure will involve review of the five-year and annual plans of the HAoCLA, encouraging the Authority to conduct outreach to local landlords, providing information to the Authority on the location of housing suitable for disabled persons, and other similar considerations.
- Developing a working alliance with private institutions such as local lenders and associations of Realtors. Local lenders may be a source of referrals for applicants to the Housing

Rehabilitation Program. Local associations of Realtors may help the City to develop ways of increasing homeownership among all populations.

F. Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 1 Action Plan Monitoring response:

This part describes the City's compliance with the five monitoring requirements that are contained in 91.230 and the Consolidated Plan Checklist. These requirements include topics such as standards and procedures and ensuring compliance with City housing codes.

1. Standards and Procedures

The City monitors each funded activity to ensure compliance with the CDBG and HOME regulations, national objectives, and subrecipient agreement. The City has developed a CDBG Project Compliance Checklist used to monitor each funded activity and a second checklist to monitor record keeping in regard to complying with national objectives criteria.

The City requires any sub-recipients to execute an agreement with specific performance measures prior to the release of funds. In addition, all records must be maintained for a four-year period.

Pursuant to the CDBG contract, progress reports are required to be submitted quarterly and one annual report. Staff conducts periodic site visits to ensure program records are in order and services are being provided in compliance with the sub-recipient agreements.

The City further ensures compliance with the Strategic Plan and Action Plan by placing guidelines or conditions in its contracts with consultants that ensure implementation of the annual monitoring goals.

All CDBG funds are disbursed on a reimbursement basis. Invoices must be submitted for payment and must include a description of activities being reimbursed. Audit reports are further required at the close of the year.

2. Monitoring of City's Performance

The previously described Performance Measurement System will be used to monitor the City's performance in meeting its goals and objectives as set forth in the Strategic Plan and Action Plan. The results of implementing the Performance Measurement System will be completely described in the PY 2005-2006 Consolidated Plan Annual Performance and Evaluation Report (CAPER), which will be completed by early September 2006.

3. Ensuring Compliance with Planning and Monitoring Requirements

The City makes every effort to comply with all CDBG, HOME and Consolidated Plan regulations. The Citizen Participation Plan ensures input from the community prior to action to approve or amend the Consolidated Plan or Action Plan. Housing rehabilitation, construction and professional services agreements are prepared to guarantee compliance with applicable CDBG and HOME program regulations. CDBG subrecipient agreements also contain language consistent with the program regulations. Additionally, the City continues on-site monitoring of CDBG recipients and housing units assisted by HOME funds and subject to affordability covenants.

4. Compliance with Housing Codes and On-Site Inspections

The City has established program guidelines that require all rental units must meet the City's Housing Code, Building Code, and Zoning Code.

In order to verify compliance with property standards and the information submitted by owners on tenant's incomes, rents and other requirements during a project's period of affordability, the City conducts on-site inspections of HOME properties according to the total number of units in a project as follows:

1-4 units	every 3 years
5-25 units	every 2 years
25 or more units	annually

5. Monitoring of Subrecipients

As previously described, the City requires any sub-recipients to execute an agreement with specific performance measures prior to the release of funds. In addition, all records must be maintained for a four-year period. Progress reports are required to be submitted quarterly and one annual report. Staff conducts periodic site visits to ensure program records are in order and services are being provided in compliance with the sub-recipient agreements.

G. Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 1 Action Plan Lead-based Paint response:

Efforts to reduce lead based paint hazards are integrated into the Monterey Park's housing rehabilitation programs. The City has prepared guidelines to provide a quick overview of the requirements to comply with the HUD regulations under their Lead Safe Housing Rules (24 CFR, Part 35), which requires *notification, evaluation, and reduction* of lead-based paint hazards in housing receiving federal assistance. This regulation applies to all residential properties built prior to 1978.

Evaluation methods include visual assessment, paint testing, and risk assessments. Lead based reduction requirements involve three approaches to addressing lead based paint hazards in HUD funded rehabilitation projects. These approaches are a function of the cost of the rehabilitation jobs as follows:

- "Do No Harm" Jobs of less than \$5,000
- "Identify and Control Lead Based Paint Hazard" Jobs of \$5,000 to \$25,000
- "Identify and Abate Lead Based Paint Hazard" Jobs of more than \$25,000

In addition, the City will continue to work with the County's Childhood Lead Poisoning Prevention Program to provide information to City residents on lead hazards, lead poisoning prevention, and lead-based paint abatement.

HOUSING

The Housing Section contains narrative responses to questions in the following areas:

- H. Specific Housing Objectives: description of the priorities and specific objectives for the coming year and of the resources expected to be available to address needs.
- I. Needs of Public Housing: description of how the jurisdiction will address the needs of public housing.
- J. Barriers to Affordable Housing: description of the actions that will take place during the next year to remove barriers to affordable housing.
- K. HOME/American Dream Down Payment Initiative (ADDI):

H. Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 1 Action Plan Specific Objectives response:

1. Priorities and Specific Housing Objectives

For Program year 1, the City's priority is the rehabilitation of owner-occupied homes. Eleven homes will be rehabilitated during the Program Year.

The acquisition and rehabilitation of a rental housing development requires multi-year funding and, therefore, is not likely to be accomplished in 2010-2011. When a rental housing development is completed, the HOME final rule (24 CFR 92.351 a) requires the City to have the project owner design and employ a marketing plan that promotes fair housing by ensuring outreach to all potentially eligible households, especially those least likely to apply for assistance. The affirmative marketing must consist of actions that provide information and otherwise attract eligible persons to available housing without regard to race, color, national origin, sex, religion, familial status (persons with children under 18 years of age, including pregnant women), or disability. The affirmative marketing requirements also apply to projects targeted to persons with special needs.

2. Resources Expected to be Available

HOME funds in the amount of \$225,000 will be available to support the Housing Rehabilitation Program. HOME funds also will be available for the Affordable Housing Incentives Program (\$750,000) and the CHDO Program (\$75,000). These funds will be combined with the Program Year 2 funds in order to accomplish the acquisition and rehabilitation of a rental housing development.

I. Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 1 Action Plan Public Housing Strategy response:

Public housing units are not located in the City of Monterey Park.

J. Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 1 Action Plan Barriers to Affordable Housing response:

In the *Housing Element Update*, the City has established barrier removal goals, policies and programs. During the Program Year, the City's Development Services Department will implement the following goal and policies:

Goal 2

Remove or reduce governmental constraints on affordable housing development.

Policy 2.1 Continue efforts to streamline administrative procedures for granting approvals and permits. Review residential development standards, regulations, ordinances, review procedures and permitting fees related to the development of housing. Adjust, as appropriate, those that are determined to be a constraint to the development of housing.

Policy 2.2 Encourage the use of density bonuses and provide other regulatory concessions to facilitate affordable housing development.

Policy 2.3 Provide appropriate definitions and zoning designations in the Zoning Ordinance to allow and facilitate the development of housing for extremely low-income and special needs persons.

The *Housing Element Update* contains specific programs to attain the goal and implement the policies.

Additionally, the City will reduce barriers to affordable housing by encouraging and facilitating the development high density, mixed-use projects.

K. HOME/ American Dream Down Payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 1 Action Plan HOME/ADDI response:

1. Other Forms of Investment

92.205(b) describes how the City may invest HOME funds (e.g., equity investments, deferred payment loans, etc.). The City plans to use only the forms of investment and assistance that are explicitly listed in 92.205(b). No other forms of investment and assistance are planned in PY 2008-2009.

2. Recapture/Resale Guidelines

In PY 2010-2011, the City *does not* plan to use HOME funds for homebuyer down payment assistance. However, some homebuyers that were assisted in prior years may decide to sell their homes during the upcoming program year. In that event, the City will enforce the resale and recapture guidelines. These guidelines are briefly described below:

- All second loans will be fixed at an interest rate of five percent (5%) and for a term of thirty (30) years.
- If a Buyer sells the Residence within the first five (5) years, 5% interest, accrued from the time the loan was funded to the date of transfer, will be due and payable, in addition to Principal.
- If a Buyer sells after the fifth year, interest will be charged only from the fifth anniversary of the loan to the date of transfer.
- If the Buyer retains the property for 30 years, the second loan, both principal and interest, will be forgiven.
- The second loan will be due and payable when 1) the property is no longer owner-occupied; or 2) upon sale or transfer of the property.
- Refinancing of the first mortgage is permissible; however, should the borrower choose to cash-out equity at the time of refinancing, said equity shall be split 50%-50% with the City of Monterey Park.

3. Refinancing of Multifamily Housing

The City does not plan to use HOME funds to refinance existing debt secured by multifamily housing. Therefore, refinancing guidelines are not described in this part.

4. ADDI Funds

The City will not be receiving ADDI Funds in PY 2010-2011.

HOMELESS

The Homeless Section contains narrative responses to questions in the following areas:

- L. Specific Homeless Prevention Elements: description of the homeless resources and actions to prevent homelessness and to address chronic homelessness.
- M. Emergency Shelter Grants: does not apply to the City of Monterey Park.

L. Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 1 Action Plan Special Needs response:

1. Sources of Funds

During Program Year 1 the City will be allocate public service funds to agencies that respond to the needs of homeless people. A decision on which agencies will receive funding will be made by the City Council at a noticed public hearing.

2. Homelessness Specific Objectives

Specific objectives will be established following the City Council decision on agencies that will receive public services funding.

3. Chronic Homelessness

Chronically homeless people will be assisted by one or more agencies receiving public services funding.

4. Homeless Prevention

The City's strategy to help prevent homelessness for individuals and families with children who are at imminent risk of becoming homeless includes rental assistance and other related homeless prevention services. Additionally, the City's strategy includes working with the Housing Authority on landlord outreach efforts and having the City's fair housing provider provide services to tenants/landlords.

Obstacles and barriers to addressing homelessness include: a) the transient nature of homelessness; b) homeless people reluctant to be assisted; c) connecting homeless people to the appropriate services; and d) lack of permanent supportive housing.

5. Discharge Coordination Policy

Attachment A of the Strategic Plan describes the County's discharge coordination policies

M. Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.
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Program Year 1 Action Plan ESG response:

The City of Monterey Park does not received Emergency Shelter Grants (ESG).

COMMUNITY DEVELOPMENT

The Community Development Section contains narrative responses to questions in the following areas:

- N. Community Development: description of the priority non-housing community development needs and specific objectives.
- O. Antipoverty Strategy: description of the actions that will take place during the next year to reduce the number of poverty level families.

N. Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 1 Action Plan Community Development response:

1. Priority Non-Housing Community Development Needs Eligible for Assistance

The City's non-housing community needs eligible for assistance include:

- Code Enforcement
- Fair Housing
- Public Improvements
- Public Services

2. Specific Long-Term and Short-Term Objectives

The City's long-term and short-term objectives are noted below:

- Code Enforcement 7,500 housing units in five years
 1,500 housing units in Program Year 1
- Fair Housing Provide services to 1,100 people in five years
 Provide services to 220 people in Program Year 1
- ADA Improvements Complete 3 projects in five years
 Complete 0 projects in Program Year 1

- Curb Ramps Complete 35 projects in five years
 Complete 7 projects in Program Year 1
- Adult Literacy Provide services to 1,250 people in five years
 Provide services to 250 people in Program Year 1
- After School Provide services to 250 people in five years
 Provide services to 50 people in Program Year 1
- Child Care Provide services to 90 children in five years
 Provide services to 18 children in Program Year 1
- Public Services To be determined following City Council approval of public services funding

O. Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 1 Action Plan Antipoverty Strategy response:

In order to contribute to a reduction of poverty income level families, the City will carry out the following actions:

- The City will fund childcare services.
- The City will encourage childcare facilities through density bonuses. SB 1818, which took effect on January 1, 2005, revised the State density bonus law - Government Code Section 65915-65918. Density bonuses may be given for affordable housing, senior housing, land donations for affordable housing, and child care facilities. The City will adopt an ordinance that specifies how compliance with Section 65915-65918 will be implemented.
- The City will continue to support the Section 8 Housing Choice Voucher Program. The City will work with the Housing Authority of the County of Los Angeles to increase the number of households that obtain rental assistance.
- The City will work with the Housing Authority of the County of Los Angeles to determine the number of Monterey Park families participating in the Family Self-Sufficiency Program. To the extent possible, the City will encourage Monterey Park families to participate and graduate from the FSS Program.

NON-HOMELESS SPECIAL NEEDS HOUSING

The Non-Homeless Special Needs Housing Section contains narrative responses to questions in the following areas:

- P. Non-homeless Special Needs: description of the priorities and specific objectives for the coming year and resources expected to be available to address needs.
- Q. Housing Opportunities for People with AIDS: does not apply to the City of Monterey Park.
- R. Specific HOPWA Objectives: does not apply to the City of Monterey Park.

P. Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 1 Action Plan Specific Objectives response:

1. Priorities and Specific Objectives

The City's priorities include addressing the needs of the following non-homeless special needs populations:

- Elderly
- Frail Elderly
- Disabled

Specific objectives will be established following City Council decisions at a noticed public hearing on the public services funding.

2. Available Resources

Available resources for the Program Year 1 Action Plan will be determined will be determined at the City Council public hearing on public services funding.

Q. Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 1 Action Plan HOPWA response:

The City of Monterey Park does not received HOPWA funds.

R. Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 1 Specific HOPWA Objectives response:

The City of Monterey Park does not received HOPWA funds.

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OTHER NARRATIVE

Include any Action Plan information that was not covered by a narrative in any other section.

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