



City of
JURUPA VALLEY
California

2019-2020 ANNUAL ACTION PLAN

CDBG-CV SUBSTANTIAL AMENDMENT

May 2, 2019
CDBG-CV Draft 5-19-20

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Executive Summary

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

1. Introduction

The 2019-2020 Annual Action Plan for the City of Jurupa Valley satisfies federal requirements to receive Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD).

The primary objective of the CDBG program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for low- and moderate-income individuals.

Each activity to be undertaken with CDBG funds must meet one of the three national objectives:

- Benefit low and moderate-income persons,
- Aid in the prevention or elimination of slums and blight, or
- Meet a community need having a particular urgency.

In order to receive CDBG funds, the City must prepare a Consolidated Plan. The Consolidated Plan is a multi-year strategic plan that identifies priority housing and community needs. It also identifies the activities the City will implement over a five-year period to address needs. The Action Plan, a component of the Consolidated Plan, is the City's annual expenditure plan for the use of CDBG funds to address the needs identified in the Consolidated Plan.

The 2019 federal budget was approved on February 15, 2019, almost five months late. On April 12th, HUD posted funding allocations for 2019 - the City will receive \$1,203,797 in CDBG funding (\$23,797 more than the City's 2018 grant). No additional prior year CDBG funds or program income will be available to fund eligible housing rehabilitation activities.

The 2019-2020 Action Plan details the specific activities the City will undertake with CDBG funds to address housing and community needs identified in the Consolidated Plan. Planned activities include housing rehabilitation, public infrastructure improvements, public social services grants, and program administration (including fair housing services).

June 2020 Amendment

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act of 2020 (CARES Act), was signed into law. Pursuant to the CARES Act, HUD has allocated \$702,928 in CDBG-Coronavirus ("CDBG-CV") funds to the City of Jurupa Valley to help fund activities that prepare, prevent, or respond to local

community impacts of the coronavirus. An amendment to the 2018-2022 Consolidated Plan/2019-2020 Annual Action Plan is necessary to add CDBG-CV funded activities to the 2019-2020 Annual Action Plan.

2. Summarize the objectives and outcomes identified in the Plan

The City's overall objective for the CDBG program, as specified in the Strategic Plan section, mirrors HUD's overall objective for the program: to create a viable community by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low- and moderate-income. To accomplish this objective in Jurupa Valley, the following Consolidated Plan goals have been identified based on the input of residents and other community stakeholders:

- Conserve the existing supply of affordable housing by supporting the provision of federal rental assistance vouchers and certificates administered by the Housing Authority of Riverside County.
- Assist with the preservation of the City's owner-occupied single-family housing stock.
- Support housing and services for the homeless and those at risk of becoming homeless.
- Support community social services benefitting low- and moderate-income persons and those with special needs.
- Provide needed public infrastructure and facility improvements benefitting low- and moderate-income persons and those with special needs.
- Ensure quality, professional administration of federal funds, including the provision of fair housing services to address discriminatory actions that impede access to housing.

3. Evaluation of past performance

FY 2018-19 is the first year of the City's 2018-2022 Consolidated Plan cycle and as a CDBG-entitlement community. Activities funded in the 2018-19 Annual Action Plan will be completed by June 30, 2019; therefore, there is no past performance to report at this time.

4. Summary of Citizen Participation Process and consultation process

The participation of residents and community stakeholders in prioritizing the use of CDBG funds is an important component of the Consolidated Plan (and Action Plan) planning process. For the 2019-2020 Action Plan, the City obtained public input in a variety of ways:

- The City established the Community Development Advisory Committee (CDAC), a five-member committee of City resident charged with evaluating and recommending public service grant for the City Council's consideration. On February 22, 2019, an informal meeting was held by the City to advise potential committee members and public service grant applicants of the upcoming committee appointment and grant application process.
- On March 22, 2019, the newly-appointed CDAC held its first meeting at which grant applicants presented their request for public service grant funding and the Committee accepted other public input regarding CDBG public service grant funding.

- March 28, 2019, the second CDAC meeting at which additional public input regarding CDBG public service grant funding was provided and the Committee developed funding recommendations for the City Council’s consideration.
- On April 2, 2019, a notice was published in the *Press Enterprise* announcing the required 30-day public comment period for the draft 2019-2020 Annual Action Plan. The notice also announced 2019-2020 public hearing to be held by the City Council.
- A public hearing was held on May 2, 2019, for the City Council to accept additional public input regarding the draft 2019-2020 Annual Action Plan and to authorize submission of the plan to HUD.

June 2020 Amendment

- *On March 31, 2020, HUD issued a memorandum authorizing the City to exercise waivers to modify the current Citizen Participation process by reducing the required 30-day Consolidated Plan Substantial Amendment comment to five days, and allowing for “virtual” public hearings. Pursuant to these waivers, the City published a notice on the City’s website announcing the five-day comment period and the June 4, 2020, public hearing held by the City Council. A copy of this notice, and a summary of public comments received during the comment period and the hearing are provided as Attachment A.*

5. Summary of public comments

No public comments were received during the public review period or public hearing. Three of four public service grant applicants spoke at the City’s CDAC meetings. Applicants provided Committee members with information regarding service needs of the homeless and seniors. They also provided clarification regarding their respective application and funding request. A summary of comments is provided in section AP-12 and **Attachment 1**.

June 2020 Amendment

See Attachment A

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

All comments and views were accepted – none were rejected.

June 2020 Amendment

See Attachment A

7. Summary

The 2019-2020 Annual Action Plan is the second year of the 2018-2022 Consolidated Plan cycle. The Annual Action Plan is the City’s one-year expenditure plan for CDBG funds. HUD announced the City will receive \$1,203,797 in CDBG funds for FY 2019-20.

The Action Plan details the activities the City will undertake with CDBG funds in support of the broader goals and objectives of the Consolidated Plan. Activities planned for funding include housing

rehabilitation, public infrastructure improvements, public social services, and program administration, including fair housing services.

May 2020 Amendment

On March 27, 2020, the CARES Act was signed into law. HUD has notified the City that it will receive \$702,928 in CDBG-CV funds to undertake activities that prepare, prevent, or respond to local community impacts of the coronavirus. An amendment to the 2018-2022 Consolidated Plan/2019-2020 Action Plan is necessary to add CDBG-CV funded activities to the 2019-2020 Annual Action Plan.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	JURUPA VALLEY	Development Services

Table 1 – Responsible Agencies

Narrative (optional)

The City Development Services Department is primarily responsible for the preparation of the Consolidated Plan and for administration of CDBG funds.

Consolidated Plan Public Contact Information

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

1. Introduction

The City of Jurupa Valley has taken several steps to obtain the input of community residents and stakeholders to develop the 2019-2020 Annual Action Plan. Consultation efforts include community meetings, and public notices and hearings. The City also consulted with state and regional agencies and local service providers. Additionally, the City utilized its internet webpage, social media, and the local community newspaper to notify residents of the opportunity to review and comment on the draft 2019-2020 Annual Action Plan. Actions taken by the City are consistent with the City's Citizen Participation Plan which is incorporated into the Consolidated Plan.

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

Jurupa Valley's recently updated Housing Element emphasizes incentives rather regulations, "as a means to facilitate the production of housing for all income levels." Implementation of incentive programs will require significant coordination with housing developers and housing providers. Among assisted housing providers, Jurupa Valley partners with the Housing Authority of the County of Riverside (HACR), which assists renter households with HUD-funded housing assistance vouchers and certificates.

With respect to service agencies, the City actively reached out to local homeless service providers to explore partnership and funding opportunities. Through the annual CDBG Public Service Grants funding process, City staff can ascertain the services City residents need and develop partnerships with local agencies to coordinate the delivery of needed services.

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

As a "Participating City" in the Urban County CDBG program, Jurupa Valley contributed to the Riverside County Continuum of Care (RC-CoC) planning process through the County of Riverside. As a direct CDBG grantee, the City will continue to participate in the RC-CoC by contributing to the regional CoC planning process. Additionally, the City initiated the process to build relationships with local CoC service providers in order to address the needs of the City's homeless. As needed, City staff will expedite certifications of consistency with the Consolidated Plan and other forms of support for the OC CoC. The City also participated in the 2019 regional homeless Point-In-Time survey.

June 2020 Amendment

Stay at home orders have had a significant impact on Jurupa Valley residents, especially the near-homeless. CDBG-CV funding is allocated to agencies that will provide housing and utility assistance to eligible households with the goal to restore housing and financial stability.

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

The City is not a recipient of Emergency Solutions Grant (ESG) funds; therefore, it does not assist the RC-CoC with the determination of ESG allocations or evaluating outcomes, and developing policies and procedures for the administration of the regional Homeless Management Information System (HMIS). In order to address local homeless issues, the City did solicit proposals from regional service providers and considered how these programs and services address local and regional homeless needs.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities (see Table 2)

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Riverside County Fair Housing Council
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Impediments to Fair Housing Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency provided data and information that helped identify the needs of households requiring fair housing services. Also provided input regarding the region's strategy to address impediments to fair housing.
2	Agency/Group/Organization	County of Riverside Department of Public Social Services
	Agency/Group/Organization Type	Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth HMIS
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Regional Continuum of Care coordinator and HMIS administrator. Provided significant information regarding regional and City homeless population and resources.
3	Agency/Group/Organization	Housing Authority of the County of Riverside
	Agency/Group/Organization Type	Public Housing Authority
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided information regarding number and type of households receiving rental assistance and the number of households requesting housing assistance.
4	Agency/Group/Organization	Family Services Association
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency helped identify needs of senior and frail elderly persons and households.
5	Agency/Group/Organization	City of Jurupa Valley
	Agency/Group/Organization Type	Other government – Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	City departments and City Council provided data and information, identified priorities, and recommendations for the allocation of HUD funds.
6	Agency/Group/Organization	Path of Life
	Agency/Group/Organization Type	Services-Homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Veterans

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency helped identify needs of local homeless and households at risk of homelessness.
7	Agency/Group/Organization	211 Community Connect
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Veterans
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided data regarding various community social service needs.
8	Agency/Group/Organization	Social Work Action Group
	Agency/Group/Organization Type	Services-Homeless
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency helped identify needs of local chronic homeless.
9	Agency/Group/Organization	Environmental Protection Agency Region 9
	Agency/Group/Organization Type	Other government – Federal
	What section of the Plan was addressed by Consultation?	HazMat Planning
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency developed a Community Involvement Plan to encourage and facilitate community engagement throughout the Stringfellow Superfund Site cleanup.

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

The City had an open consultation process; no agency was prevented or excluded from participating.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	County of Riverside Department of Public Social Services	Regional and local Point-In-Time Survey (including Plan to End Homelessness and discharge planning)
Jurupa Valley Draft 2017 General Plan	City of Jurupa Valley	Housing priorities and program goals, and natural hazards resilience planning
City of Jurupa Valley Annual Budget	City of Jurupa Valley	City budget document including capital improvements that may be CDBG-eligible
5 Yr & 1 Yr PHA Plan	Housing Authority of the County of Riverside (HACR)	Resources to address housing needs of lower income renter householders
Fair Housing Impediments Study	County of Riverside	Multi-jurisdictional document identified fair housing impediments within participating cities and outlined plan to address
Stringfellow Superfund Site Community Involvement Plan	Environmental Protection Agency Region 9	Community involvement plan to encourage and facilitate community engagement throughout the Stringfellow Superfund Site cleanup process

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

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

Summarize citizen participation process and how it impacted goal-setting

The City implemented the following efforts to obtain a broad range of resident input during the preparation of the 2019-20 Annual Action Plan:

Community Meetings: On February 21, 2019, the City Council established the Community Development Advisory Committee (CDAC), a five-member committee of City resident charged with evaluating and recommending public service grant for the Council’s consideration. On February 22, 2019, an informal meeting was held by the City to advise potential committee members and public service grant applicants of the upcoming committee appointment and grant application process. On March 22, 2019, the newly-appointed CDAC held its first meeting at which grant applicants presented their request for public service grant funding and the Committee accepted additional public input regarding CDBG public service grant funding. Finally, on March 28, 2019, the CDAC meet for a second time to hear additional public input regarding CDBG public service grant funding. The Committee also developed funding recommendations for the City Council’s consideration.

Notices/Website: On April 2, 2019, a notice was published in the *Press Enterprise* announcing the required 30-day public comment period for the draft 2019-2020 Annual Action Plan. The notice also announced 2019-2020 public hearing to be held by the City Council. See **Attachment 1**, for a copy of the notice and a summary of public comments.

Public Hearings: Consistent with HUD’s regulations, the City Council held a public hearing at a regularly noticed and scheduled meeting (May 2, 2019) to obtain public input regarding the draft Annual Action Plan and the proposed use of 2019-20 CDBG funds, and to authorize staff to submit the document to HUD.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	Residents, committee members, local service providers, city staff and community development	Input regarding community service needs.	None	NA

			consultants			
2	Public Meeting	Non-targeted/broad community	Residents, committee members, local service providers, city staff and community development consultants	Input regarding community service needs.	None	NA
3	Newspaper Ad	Non-targeted/broad community	30-day public comment period and public hearing notice	None	NA	NA
4	Public Hearing	Non-targeted/broad community	5/2/19 public hearing to approve 2019-20 Action Plan and to authorize submission of the plans to HUD	None	NA	NA
5	Public Notice	Non-targeted/broad community	5-day public comment period notice	TBD	TBD	www.jurupavalley.org
6	Public Hearing	Non-targeted/broad community	June 4, 2020 City Council virtual hearing	TBD	TBD	NA

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Fluctuations in CDBG funding make it difficult to estimate the amount that will be available over the five-year Consolidated Plan cycle. The 2019 federal budget was approved on February 15, 2019. On April 12, 2019, HUD published 2019 CDBG allocations - the City will receive \$1,203,797 in CDBG funds for FY 2019-20. Housing voucher/certificate resources (via HARC) will be available to carry out activities that support the goals of the Consolidated Plan.

June 2020 Amendment

On March 27, 2020, the CARES Act was signed into law. HUD has notified the City that it will receive \$702,928 in CDBG-CV funds to undertake activities that prepare, prevent, or respond to local community impacts of the coronavirus.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public – federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,203,797	0	0	1,203,797	3,000,000	Annual CDBG allocation

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG-CV	Public-federal	To prevent, prepare for and respond to the coronavirus	702,928	0	0	0	0	To prevent, prepare for and respond to the coronavirus

Table 5 - Expected Resources – Priority Table

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

Other resources that are available to carry out activities that address the goals of the Consolidated Plan are limited:

- HARC reports that as of March 2019, 365 Jurupa Valley households receive rental assistance. It is anticipated that a similar number of households will be assisted annually over the five-year period of the Consolidated Plan.
- Jurupa Valley intends to continue and update an existing Inclusionary Housing Program previously administered by the County of Riverside. This program requires that 1 out of every 25 new units (4%) be reserved for households at the 50% area median income level. Projects of six or more units are required to participate in the program. Affordable units must be provided on-site, off-site, or through the payment of an in-lieu fee.

CDBG does not require matching funds.

May 2020 Amendment

On March 27, 2020, the CARES Act was signed into law. HUD has notified the City that it will receive \$702,928 in CDBG-CV funds to undertake activities that prepare, prevent, or respond to local community impacts of the coronavirus.

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

The Jurupa Valley General Plan Appendix A contains an extensive list of parcels that may be suitable for housing development. The inventory includes an evaluation of development constraints and potential development capacity for each parcel. Combined with the incentives identified in the Housing Element, there exists a potential for the development of several affordable housing units during the Consolidated Plan cycle; however, no specific projects are identified for FY 2019-20.

Discussion

Funding resources to implement the City's Consolidated Plan are limited. It is anticipated that CDBG funding will continue to be reduced. With respect to other resources, the City will continue to support RCHA's efforts to secure new rental assistance resources. Finally, an inventory of vacant and underutilized land has been developed. Combined with affordable housing development incentives, it is possible that new affordable housing opportunities will be developed during the Consolidated Plan cycle; however, no specific projects are identified for FY 2019-20.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Infrastructure Improvements	2019	2020	Non-Housing Community Development	CDBG Eligible Block Groups	Public Improvements	CDBG: \$780,697	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 11,225 Persons Assisted
2	Single Family Housing Rehabilitation	2019	2020	Affordable Housing	Citywide	Housing Rehabilitation	CDBG: \$65,000	Homeowner Housing Rehabilitated: 5 Household Housing Unit
3	Homeless Services	2019	2020	Public Services	Citywide	Homeless Services	CDBG: \$135,000	Public service activities other than Low/Moderate Income Housing Benefit: 90 Persons Assisted (Outreach) Homeless Person Overnight Shelter: 50 (Emergency Shelter) Persons Assisted Homelessness Prevention: 10 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Public Services	2019	2020	Public Services	Citywide	Public Services	CDBG: \$40,000 <i>CDBG-CV: \$281,000</i>	Public service activities other than Low/Moderate Income Housing Benefit: 275 Persons Assisted <i>Public service activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted</i>
6	Fair Housing Services	2019	2020	Administration	Citywide	Administration	CDBG: \$25,000	Other: 200 Other
7	Program Administration	2019	2020	Administration	Citywide	Administration	CDBG: \$158,100 <i>CDBG-CV: \$71,928</i>	Other: 1 Other <i>Other: 1 Other</i>
8	<i>Economic Opportunities</i>	<i>2019</i>	<i>2020</i>	<i>Non-Housing Community Development</i>	<i>Citywide</i>	<i>Economic Development</i>	<i>CDBG-CV: \$350,000</i>	<i>Businesses assisted: 30 Businesses Assisted</i>

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Public Infrastructure Improvements
	Goal Description	Improvements to roadways, streets, sidewalks, and other eligible public infrastructure that primarily benefit low- and moderate-income persons.
2	Goal Name	Single Family Housing Rehabilitation
	Goal Description	Rehabilitation or preservation of residential properties to address housing and building code deficiencies and deferred property improvements
3	Goal Name	Homeless Services

	Goal Description	Homeless housing and support services, including homelessness prevention services
4	Goal Name	Public Services
	Goal Description	Social service programs that provide support services to low- and moderate-income residents
5	Goal Name	Fair Housing Services
	Goal Description	Services to address impediments to access fair housing
6	Goal Name	Program Administration
	Goal Description	CDBG program oversight and coordination
7	Goal Name	<i>Economic Opportunities</i>
	Goal Description	<i>Grants and other forms of assistance for local businesses impacted by social distancing and stay-at-home orders</i>

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

The City is not a participating jurisdiction in HUD's HOME program.

Projects

AP-35 Projects – 91.220(d)

Introduction

The following activities have been allocated CDBG funds for Fiscal Year 2019-20. It is important to note that funding for most activities listed for FY 2019-20 CDBG funding have been proportionally increased from estimated planning funding levels to match the City’s actual allocation.

Projects

#	Project Name
1	Pavement Rehabilitation Various Locations
2	Pacific Ave Sidewalk Project
3	Owner-Occupied Housing Rehabilitation Grants
4	Housing Rehabilitation Administration
5	Path of Life
6	Family Services Association
7	Fair Housing Council
8	CDBG Program Administration
9	<i>CDBG-CV Small Business Grants</i>
10	<i>CDBG-CV Public Service Grants</i>
11	<i>CDBG-CV Program Administration</i>

Table 7 - Project Information

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

FY 2019-20 is the second year the City will administer CDBG funds on its own. As a Cooperating City in the CDBG Urban County Program, the City worked with Riverside County staff to implement several Americans with Disabilities Act (ADA) related projects, public facility improvement projects, and public services. The City will continue to utilize CDBG funds to construct street and sidewalk improvements to improve accessibility and mobility for individuals with disabilities and to improve neighborhoods within the CDBG eligible Census Tract Block Groups.

In addition to funding services to address the needs of the homeless and those at risk of becoming homeless, public service grants funding in 2019-20 includes funding for senior services. Fair housing services will provide residents, landlords, and property managers with information and knowledge regarding fair housing laws with the goal of reducing or eliminating housing discrimination. This program will benefit all Jurupa Valley residents including protected classes such as individuals with disabilities and families with children. Finally, as indicated in the Consolidated Plan, the City will implement a housing rehabilitation program for qualified low- and moderate-income homeowners.

AP-38 Project Summary

Project Summary Information

1	Project Name	Pavement Rehabilitation – Various Locations
	Target Area	CDBG-Eligible Block Groups
	Goals Supported	Public Infrastructure Improvements
	Needs Addressed	Public Improvements
	Funding	CDBG: \$678,697
	Description	Street pavement rehabilitation
	Target Date	06/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	3,770 residents of which 2,230 are low and moderate-income (59.15% Low/Mod)
	Location Description	<ul style="list-style-type: none"> • 34th St – Avalon to Rubidoux • 36th St – Pioneer to Rubidoux • Arbuckle School Rd – Rubidoux to E End • Paula St – W Cul de Sac to Pontiac • Pioneer Dr – Mission to 34th • Pontiac Ave – Mission to N Cul de Sac • Raye St – Avalon to Pontiac <p>Census Tract: 402.04 Block Group: 1 and 2</p>
	Planned Activities	Project entails rehabilitation of approximately 185,000 square feet of Asphalt Concrete (AC) pavement by primarily, but not limited to, partial reconstruction, grinding of existing AC pavement, sealing existing cracks, placing an AC overlay, replacement of AC berm where necessary, and installing striping, markings and pavement markers.

2	Project Name	Pacific Ave Sidewalk Project
	Target Area	CDBG-Eligible Block Groups
	Goals Supported	Public Infrastructure Improvements
	Needs Addressed	Public Improvements
	Funding	CDBG: \$102,000
	Description	Installation or modification of sidewalks, walkways and bike lanes to improve pedestrian safety.
	Target Date	06/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	7,855 residents of which 4,205 are low and moderate-income (53.33% Low/Mod)
	Location Description	Pacific Ave from 45 th Street to Mission Blvd - Census Tract: 403.01 Block Group: 1, 2, 3 and 4
	Planned Activities	Installation or modification of sidewalks, walkways and bike lanes to improve pedestrian safety.
3	Project Name	Owner-Occupied Housing Rehabilitation Grants
	Target Area	Citywide
	Goals Supported	Single Family Housing Rehabilitation
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$50,000
	Description	Pilot program: CDBG-funded grants for qualified homeowners to undertake home improvements to address code deficiencies and deferred property improvements
	Target Date	06/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	5 lower income homeowners

	Location Description	Citywide
	Planned Activities	Grants up to \$10,000 to improve owner-occupied housing units.
4	Project Name	Housing Rehabilitation Administration
	Target Area	Citywide
	Goals Supported	Single Family Housing Rehabilitation
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$15,000
	Description	Funding for direct cost associated with the administration of the City's housing rehabilitation grant program
	Target Date	06/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	5 lower income homeowners
	Location Description	Citywide
	Planned Activities	Costs associated with the administration of the City's housing rehabilitation grant program. Tasks include qualifying property owners, inspecting properties for eligible home improvements, developing costs estimates, assisting homeowners with contractor agreement, and monitoring construction
5	Project Name	Path of Life
	Target Area	Citywide
	Goals Supported	Homeless Services
	Needs Addressed	Public Services
	Funding	CDBG: \$135,000
	Description	Homelessness prevention, outreach, emergency shelter and support services.

	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	150 individuals (90 outreach, 10 prevention, and 50 emergency shelter)
	Location Description	Citywide
	Planned Activities	Homeless outreach and engagement in order to link individuals to housing and support services. Funding also allocated to provide direct financial assistance to prevent the loss of housing and to assist those already homeless.
6	Project Name	Family Services Association
	Target Area	Citywide
	Goals Supported	Social service programs that provide support services to low- and moderate-income residents
	Needs Addressed	Public Services
	Funding	CDBG: \$40,000
	Description	Congregate meal program for seniors offered at the senior center
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	275 seniors
	Location Description	Program offered citywide but will be provided at the Eddie D. Smith Senior Center located at 5888 Mission Blvd.
	Planned Activities	Congregate meal program for seniors
7	Project Name	Fair Housing Council of Riverside County
	Target Area	Citywide

	Goals Supported	Fair Housing Services
	Needs Addressed	Administration
	Funding	CDBG: \$25,000
	Description	Fair housing outreach, education and enforcement services with the goal to reduce and eliminate impediments to the fair access of housing.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	200 households
	Location Description	Citywide
	Planned Activities	Fair housing outreach, education and enforcement services including; landlord, tenant and property management fair housing training; community outreach and education; complaint investigation and enforcement services.
8	Project Name	CDBG Program Administration
	Target Area	Citywide
	Goals Supported	Program Administration
	Needs Addressed	Administration
	Funding	CDBG: \$158,100 (13.1% of 2019 grant allocation)
	Description	CDBG program oversight and coordination.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable

	Location Description	8930 Limonite Avenue, Jurupa Valley, CA – City Hall
	Planned Activities	Program oversight and coordination including management of public service grants, housing and commercial rehabilitation programs, and preparation of required applications and reports.
9	Project Name	CDBG-CV Small Business Grants
	Target Area	Citywide
	Goals Supported	Economic Opportunities
	Needs Addressed	Economic Development
	Funding	CDBG-CV: \$350,000
	Description	Grants (\$10,000 maximum) for small businesses to assist with financial impacts of stay at home orders or social distancing (\$300,000 for business grants plus \$50,000 for program administration)
	Target Date	6/30/21
	Estimate the number and type of families that will benefit from the proposed activities	30 Businesses
	Location Description	Citywide
	Planned Activities	Grants for small businesses to assist with financial impacts of stay at home orders or social distancing
10	Project Name	CDBG-CV Public Service Grants
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG-CV: \$281,000
	Description	Emergency assistance in response to the impacts of the coronavirus

	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	500 lower income individuals
	Location Description	Citywide
	Planned Activities	Emergency assistance in response to the impacts of the coronavirus
11	Project Name	CDBG-CV Program Administration
	Target Area	Citywide
	Goals Supported	CDBG Program Administration
	Needs Addressed	Program Administration
	Funding	CDBG: \$71,928
	Description	CDBG-CV program oversight and coordination
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	NA
	Location Description	Citywide
	Planned Activities	CDBG-CV program oversight and coordination including public service grant management, preparation of reports, and IDIS management

AP-50 Geographic Distribution – 91.220(f)

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

Approximately 40 percent of planned CDBG-expenditures during FY 2019-20 will be available on a citywide basis. These activities include housing rehabilitation, homeless services, public services, fair housing services, and program administration. Public infrastructure improvement slated for funding are eligible due to the percentage of low- and moderate-income residents residing in the project’s service area. A map of the City’s CDBG Eligible Areas is provided as **Attachment 2**.

Geographic Distribution

Target Area	Percentage of Funds
CDBG-Eligible Block Groups	65
Citywide	35

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City’s primary intent is to serve lower income residents that need housing/services regardless of where they live within the City. Area-wide activities (e.g., infrastructure improvements) are limited to the City’s CDBG-eligible areas.

Discussion

As indicated above, CDBG funds will be allocated to programs that serve Jurupa Valley residents regardless of where they live.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City will utilize limited CDBG funds and program income to provide housing rehabilitation grants to eligible homeowners.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	5
Special-Needs	0
Total	5

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	5
Acquisition of Existing Units	0
Total	5

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

During FY 2019-20, the City will implement a pilot Homeowner Housing Rehabilitation Grant program. The City will use CDBG funds to assist an estimated five households with this activity. The City will also continue to support HARC's implementation of the federal rental assistance voucher and certificate program. An estimated 365 Jurupa Valley households will benefit from this program during FY 2019-20.

AP-60 Public Housing – 91.220(h)

Introduction

The City does not own or manage public housing.

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

Not applicable.

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

Not applicable.

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

Not applicable.

Discussion

The City does not own or manage public housing.

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

Introduction

As outlined in the Strategic Plan, the City will utilize a portion of CDBG funds during FY 2019-20 to support agencies that provide homeless services.

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

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

The City will utilize CDBG funds to fund homeless outreach services specifically targeting chronic homeless individuals. These services will be provided by Path of Life Ministries, which will utilize its mobile outreach team to connect with 90 homeless individuals and provide a variety of services and referrals designed to meet the basic needs. This outreach staff will also conduct vulnerability assessments to determine if homeless individuals are ready to enter rapid rehousing or permanent supportive housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

There are no emergency or transitional housing beds in Jurupa Valley; however, during FY 2019-20, the City will partner with Path of Life which will provide a minimum of two shelter beds (600 bed nights) for Jurupa Valley homeless individuals on any given night. An estimated 50 individuals will benefit from these services.

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

HUD's 2017 *Continuum of Care Homeless Assistance Programs Housing Inventory Count Report* indicates there are 1,520 permanent supportive housing beds throughout the Riverside County Continuum of Care. Most beds (890) are tied to the Veterans Affairs Supportive Housing (VASH) rental housing voucher program that is administered by the HARC. The HARC reports 20 Jurupa Valley veteran households receive rental assistance and 57 are on the rental assistance waitlist. HARC also reports that as of March 7, 2019, 20 formerly homeless households are participating in the federal rental assistance program; however, 354 self-reported homeless individuals with ties to Jurupa Valley are on the waitlist for federal rental assistance. The City will continue to support HARC and its efforts to secure additional

VASH vouchers, Shelter Plus Care vouchers, and rental assistance vouchers and certificates in an effort to address the needs of these homeless individuals and households.

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

According to HUD's *Strategies for Preventing Homelessness*, "Homelessness prevention is an essential element of any effort to end homelessness either locally or nationwide." This HUD report indicates it is less expensive and disruptive to keep a household housed in place. To this end, the City will allocate CDBG funds to Path of Life to support their homelessness prevention program. An estimated 10 individuals will be assisted during FY 2019-20. The City will also participate in regional homeless planning efforts, including the RC-CoC's Discharge Plan, which aims to prevent individuals leaving institutions, hospitals, etc., from becoming homeless.

Discussion

The City's homeless strategy is to help prevent homelessness and to support local service providers as they engage and assess the City's homeless. Significant CDBG funding is allocated to Path of Life Ministries to provide an array of homeless services including outreach, engagement, short-term shelter, and support services. Path of Life will also use CDBG funding to provide rent and/or utility assistance to prevent eviction or the termination of utilities.

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

Introduction:

Barriers to affordable housing and actions to overcome barriers are listed in the City’s Housing Element and were outlined in the Consolidated Plan – a summary is provided below.

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

The Jurupa Valley Housing Element states, “incentives are preferable to regulations as the means to facilitate the production of housing for all income levels.” To encourage the production of lower-cost housing the City has identified various incentives for property owners and developers to consider. Among these possible incentives are modifications to development standards, reduced development fees, expedited permit processing, and direct financial assistance from in-lieu Inclusionary Housing Program (IHP) fees. No projects are currently underway that are utilizing these incentives.

Discussion:

The City’s Housing Element and Consolidated Plan identify several barriers to the creation of affordable housing opportunities. The Housing Element has also identified several actions the City can take to reduce the impact of these barriers on the development of affordable housing; however, no projects are currently under development that are using these incentives.

AP-85 Other Actions – 91.220(k)

Introduction:

Outlined below are the actions the City will implement during FY 2019-20 to address the sub-strategies of the Strategic Plan.

Actions planned to address obstacles to meeting underserved needs

During FY 2019-20, the City will encourage and support HARC's efforts to obtain additional rental assistance funding, especially for senior, disabled, and low-income households. CDBG-funded public facility improvements will provide improve residential neighborhoods with the rehabilitation or installation of streets, sidewalks and bike lanes. Additionally, funding will be allocated to support meal services for seniors. Finally, fair housing services will help ensure all households can secure safe and decent housing that they desire and can afford, without regard to their race, color, religion, gender, national origin, familial status, disability, age, source of income or other characteristics protected by laws.

Actions planned to foster and maintain affordable housing

As previously outlined, the City will utilize CDBG funds to initiate a homeowner housing rehabilitation grant program during FY 2019-20. The City will also continue to support HARC's administration of HUD's voucher and certificate rental assistance program.

Actions planned to reduce lead-based paint hazards

A significant percentage of the City's housing stock was constructed before 1980 and may contain lead-based paint hazards. The City will ensure that information is available to community residents regarding the health impacts of lead-based hazards, especially for young children. As the City implements its housing rehabilitation program, it will ensure that HUD's regulations regarding lead-based paint hazards are incorporated into program policies and procedures to ensure lead-paint hazards are addressed during the property rehabilitation.

Actions planned to reduce the number of poverty-level families

According to the U. S. Census Bureau, approximately 16.0% of the City's population is living at or below the poverty level including 23.2% of children under the age of 18 and 13.8% of seniors (age 65 and older). During FY 2019-20 the City will support several activities that aim to reduce the number of households living in poverty:

- Support HARC's administration of rental assistance programs for very low-income renters.
- Support social service programs that assist households at risk of becoming homeless and those that are homeless.

- Funding for free/low-cost meal services for seniors.
- Support fair housing services to ensure households have access to safe and decent housing free of discrimination.

Actions planned to develop institutional structure

As the City prepared to become a CDBG grantee community in 2018, it initiated efforts to develop an institutional structure that will help identify and access resources to improve the community. The City solicited the input of local service providers by a community workshop to discuss community needs and future funding opportunities. The City will continue to assist the HARC to implement its Five-year Public Housing Authority (PHA) Plan for the provision of rental assistance vouchers and certificates. The City will also engage neighboring HUD-grantee communities to explore and participate in regional planning and program initiatives.

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

The City of Jurupa Valley does not operate public housing. HARC provides rental assistance in the community. Federal legislation requires that the Housing Authority prepare five-year and one-year plans that highlight its mission, goals, and objectives as it relates to public and assisted housing programs. The City will review the Authority's plans and will provide HARC the opportunity to review and consult with the City regarding its Consolidated Plan. The goal of this cross-consultation is to provide consistent and coordinated housing services for City residents.

As stated above, Jurupa Valley has developed working relationships with several local nonprofits. As the City expands its CDBG program to provide public service grant funding, it will coordinate efforts with nonprofit partners to promote the efficient and effective use of limited public resources.

Discussion:

Prior to 2018, the City was part of the Riverside Urban County CDBG program. As a participating jurisdiction, the County's Analysis of Impediments to Fair Housing incorporated the City. The current AI is summarized in **Attachment 3**. Action steps to be taken by the City during FY 2019-20 to address identified impediments are also found in **Attachment 3**.

Program Specific Requirements

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

Introduction:

Each HUD program that is covered by the Consolidated Plan regulations must address certain program specific requirements.

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

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

The City will meet the overall 70% benefit for low and moderate-income requirement during the one-year **2019** Program Year.

**City of Jurupa Valley
Citizen Participation Plan**



City of
JURUPA VALLEY
California

**City Manager's Department
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(951) 332-6464**

April 17, 2020

City of Jurupa Valley Citizen Participation Plan

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Introduction

The U.S. Department of Housing and Urban Development (HUD) requires entitlement communities (jurisdictions with populations above 50,000) under the federal Housing and Community Development Act of 1974, as amended, to develop a citizen participation plan. This Citizen Participation Plan describes how the City of Jurupa Valley (hereafter “the City”) will involve residents in the planning, implementation and assessment of how Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) and Emergency Shelter Grant (ESG) funds will be used. Presently, the City of Jurupa Valley only receives CDBG funding directly from HUD. HOME and ESG resources are potentially available through the County of Riverside and/or the State of California.

Regulations governing the preparation and content of the Citizen Participation Plan can be found in the Code of Federal Regulations (24 CFR 91.105). The primary goal of this Citizen Participation Plan is to “set forth the jurisdiction’s policies and procedures for citizen participation.” Specifically, the plan must provide and encourage all citizens of the community to participate in development of:

- The Assessment to Fair Housing (AFH) and any revisions to the AFH
- The Consolidated Plan and subsequent Annual Action Plans, and any substantial amendment to the Consolidated Plan and/or Annual Action Plans
- The year-end performance report also known as the Consolidated Annual Performance and Evaluation Report (CAPER)

The Plan sets forth policies and procedures for citizen participation, which are designed to maximize the opportunity for citizen participation in the community development process. Special emphasis has been placed on encouraging participation by persons of low- and moderate-incomes¹, residents of predominantly low income areas², and residents of areas where community development funds are utilized.

The Citizen Participation Plan must outline actions to be taken by the City to encourage the participation of all its citizens, including minorities and non-English speaking persons and persons with disabilities. Additionally, the plan should encourage the participation of local and regional institutions including the following:

- The Riverside County Continuum of Care
- Businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations

¹ Low- and moderate-income means household with an annual income less than 80 percent of the area median income, as established by HUD.

² A predominately low income area is an area where 51% or more of the residents are low- and-moderate income, as described above.

- Broadband internet service providers and/or other organizations engaged in narrowing the digital divide
- Agencies whose primary responsibilities include the management of flood prone areas, public land or water resources
- Emergency management agencies
- Public housing agencies, including residents of public and assisted housing developments (e.g., resident advisory boards, resident councils, and resident management corporations)

Background

The Consolidated Plan (ConPlan) is a five-year plan required by HUD that outlines how the City intends to meet identified local housing and community development needs over the five-year period. It is a plan and a process for defining and carrying out a unified vision for housing, homelessness, special needs populations and community economic development needs. The main components of the ConPlan include a housing and community development needs assessment; a housing market analysis; a strategy that reflects general goals (priorities) and performance outcome measurements for allocating HUD funds to address the housing and community development needs; a list of specific objectives for each priority (including proposed accomplishments); and an annual action plan (one-year funding) describing how federal and local resources will be used to address the needs and objectives identified in the ConPlan.

The City's ConPlan identifies unmet priorities in the community that generally deal with a suitable living environment, affordable housing, economic opportunities and homelessness. All future requests for HUD funding through the City of Jurupa Valley beginning in 2018 must be identified by the ConPlan as a need and be part of the strategic objectives for each goal/priority in order to be considered for funding from the City. This includes requests from outside agencies that are directly applying to the City for funding of their activities.

The ConPlan planning and approval process can be broken down into the following stages:

- Needs assessment
- Plan development
- Approval
- Amendments (if necessary)
- Performance review

The City of Jurupa Valley will make reasonable efforts to provide for citizen participation during the community development process and throughout the planning, implementation and assessment of all HUD programs undertaken by the City. City staff will make every effort to involve citizens in all phases of the development, implementation and assessment of community development programs including, but not limited to, the following phases:

- a. Identification and assessment of housing and community development needs; determination of CDBG project(s) (ConPlan and Annual Action Plan);
- b. Changes and/or amendments to approved CDBG projects; and
- c. Assessment of CDBG program performance (CAPER).

All phases of the community development process will be conducted by City staff in an open manner. Citizens of Jurupa Valley are encouraged to participate at all levels and will be given access to program information during each phase of any HUD program as outlined herein.

This citizen participation process generally includes a series of well-publicized annual community/neighborhood meetings and public hearings to review the ConPlan, the Annual Action Plan and the CAPER. All meetings and hearings are publicized in accordance with applicable HUD, state and local regulations. Public notices for environmental procedures and project-related policies are also part of the citizen participation process.

In addition to hosting community meetings and public hearings, and conducted a web-based community needs assessment survey. Pursuant to HUD regulations, the City will also explore alternative public involvement techniques and quantitative ways to measure efforts that encourage citizen participation *e.g.*, use of focus groups and the Internet.

Per direction from HUD, provided to CDBG grant recipients on March 16, 2020, during their “National Briefing on Community Development Block Grant Support for Infectious Disease Response” – the City of Jurupa Valley will consider undertaking “virtual” public hearings (alone, or in concert with an in-person hearing) allowing questions in real time, with answers coming directly from the elected representatives to all “attendees” during times of emergencies, such as the coronavirus or COVID-19 pandemic. Jurupa Valley will select a virtual hearing method or platform that will provide for accessibility for persons with disabilities and LEP to participate. Jurupa Valley will document these efforts and provide descriptions to HUD in the subject documents. The Citizen Participation Plan was amended to include these new outreach procedures, recommended by HUD.

Overview

GOAL: To generate significant public participation in the consolidated planning process, including any amendments to the ConPlan, the Annual Action Plan, the AFH, and the CAPER. Input will be sought particularly from low- and moderate-income persons and groups residing within various areas of the City where program funds will be used.

Objective A: *All persons, including those of low- and moderate-income, shall have the opportunity to take part in the consolidated planning process and any amendments to the ConPlan, the Annual Action Plan, the AFH, and the CAPER.*

Policies:

- 1) The consolidated planning process and any amendments to the ConPlan, Annual Action Plan, AFH, and CAPER are designed to promote participation by low- and moderate-income citizens, as well as residents of CDBG project areas. Jurupa Valley staff may take additional steps to further promote participation by such groups, or to target program information to these persons should staff feel that such persons may otherwise be excluded or should additional action be deemed necessary. Activities to promote additional participation may include: posting of notices in neighborhoods and in places frequented by low- and moderate-income persons, and holding community meetings in low- and moderate-income neighborhoods or areas of existing or proposed CDBG project activities.
- 2) Regarding non-English speaking persons, City will provide translation services and materials on an as needed basis.
- 3) The locations of all community meetings as described in this Citizen Participation Plan shall be made accessible to persons with disabilities. The City of Jurupa Valley shall provide a sign language interpreter whenever City staff is notified five days in advance that one or more deaf persons will be in attendance. The City of Jurupa Valley shall provide a qualified reader whenever City staff is notified five days in advance that one or more visually impaired persons will be in attendance. Additionally, the City of Jurupa Valley shall provide reasonable accommodations whenever City staff is notified five days in advance that one or more persons with mobility or developmental disabilities will be in attendance.
- 4) One public input meeting will be held prior to those years when a ConPlan is being prepared. At those meetings, members of the public will be asked to identify community needs and priorities prior to the drafting of the ConPlan.
- 5) Upon completion of the draft ConPlan, the plan will be available for public review and comment for 30 days. Copies of said plan shall be made available to the public at the City offices, at the Jurupa Valley Libraries (Louis Rubidoux and Glen Avon) and on the City's

Web site (see Addendum). The ConPlan will also be made available in a format accessible to persons with disabilities upon request.

- 6) Upon completion of the draft Annual Action Plan, the plan shall be made available for public review and comment for 30 days. Copies of said plan shall be made available to the public at the City offices, at the Jurupa Valley Libraries (Louis Rubidoux and Glen Avon) and on the City's Web site (see Addendum). The draft Annual Action plan will also be made available in a format accessible to persons with disabilities upon request.
- 7) Upon completion of the draft AFH, the plan shall be made available for public review and comment for 30 days. Copies of said plan shall be made available to the public at the City offices, at the Jurupa Valley Libraries (Louis Rubidoux and Glen Avon) and on the City's Web site (see Addendum). The draft AFH will also be made available in a format accessible to persons with disabilities upon request.
- 8) Upon any substantial changes requiring an amendment to the ConPlan, Annual Action Plan, and/or AFH, the amendment shall be made available for public review and comment for 30 days. Copies of said amendment shall be made available to the public at the City offices, at the Jurupa Valley Libraries (Louis Rubidoux and Glen Avon) and on the City's Web site (see Addendum). Any amendments to said plans will also be made available in a format accessible to persons with disabilities upon request.
- 9) Upon completion of the draft CAPER, the report will be available for public review and comment for 15 days. Copies of said report shall be made available to the public at the City offices, at the Jurupa Valley Libraries (Louis Rubidoux and Glen Avon) and on the City's Web site (see Addendum), and will also be made available in a format accessible to persons with disabilities upon request.
- 10) Two separate public meetings at different times in each program year shall be conducted by the City to obtain community views and to respond to proposals and questions. The primary purpose of this first public meeting shall be to assess community needs and problems in an effort to determine the most critical needs to be addressed by the ConPlan and/or the Annual Action Plan; and also to present for public comment and review the program activities which have been selected by the City of Jurupa Valley to resolve the identified needs.

The second public meeting will be held prior to the submission of the Consolidated Annual Performance and Evaluation Report (CAPER). The purpose of this public meeting is to assess how funds were spent during the previous program year and assess the performance of the City of Jurupa Valley in resolving identified community development and housing needs, and in achieving its community development goals and objectives.

- 11) Public hearings and/or meetings shall be conducted at times and locations which will be convenient and accessible to all citizens, especially persons of low- and moderate-income, residents of areas where CDBG projects are proposed or on-going. Virtual public hearings may be undertaken during emergencies, as recommended by HUD.

- 12) The City shall provide interpreters for non-English-speaking persons and/or the hearing impaired when such requests are made at least five working days prior to the meeting.

Objective B: *Adequate program information shall be provided to all interested persons and groups upon request.*

Policies:

- 1) Prior to adoption of the ConPlan, AFH, or Annual Action Plan, the City shall make available to all interested persons and groups the amount of assistance the City expects to receive in CDBG funding. With respect to the ConPlan and the Annual Action Plan, the City shall identify the range of activities that must be undertaken with these funds, plans to minimize the displacement of persons and plans to assist displaced persons, even if no displacement is expected to occur.
- 2) The City shall provide all interested persons and groups with reasonable and timely access to all information relating to the City's proposed ConPlan and the City's use of assistance under the relevant programs during the previous five years.
- 3) The City will provide reasonable and timely access to information and records to members of the community, public agencies, and other interested parties relating to the City's AFH, ConPlan, and use of assistance under the CDBG program during the preceding 5 years. Records and materials to be made available include, but are not necessarily limited to: the records of public hearings (if meetings are recorded); mailings and promotional materials; prior CDBG program applications; letters of approval; grant agreements; the environmental review record; financial and procurement records; project design and construction specifications; labor standards materials; performance and evaluation reports; other reports required by HUD; proposed and approved CDBG program application(s) for the current year or project; written comments or complaints received concerning the community development program, and written responses from the City of Jurupa Valley; and, copies of the applicable Federal and State rules, regulations, policies, requirements and procedures governing the CDBG program. Requests for information and records must comply with the City's established request for public records process, which may include a fee for copies. Reasonable accommodations for information in oral, Braille, electronic, or large print (for the visually impaired) for disabled persons, or hand delivered copies to persons that are homebound will be considered.
- 4) In no case shall the City of Jurupa Valley disclose any information concerning the financial status of any program participant(s) which may be required to document program eligibility or benefit. Furthermore, the City of Jurupa Valley shall not disclose any information which may, in the opinion of the Community Development Director, be deemed of a confidential nature.

Objective C: *The City shall provide adequate advance public notice of all associated meetings and hearings.*

Policies:

- 1) The City shall provide adequate advance notice of all public hearings and meetings to all interested persons and groups. Sufficient information shall be published about the subject of the hearing or meeting, including but not limited to, the time, date, place and topics and procedures to be discussed to permit public input. Such notice shall take the form of a public notice in the Press Enterprise newspaper, standard City posting places, such as: online outreach via the City’s Web site; message boards around City Hall, and/or individual letters, notices or flyers mailed to interested persons and groups. Although HUD does not specify the length of notice required, a minimum of two weeks is considered adequate.
- 2) Public hearings will be held during all phases of the community development process, as outlined herein, to allow citizens to voice opinions and offer proposals concerning the development and performance of the CDBG program. City staff will respond to questions and proposals from citizens at each public hearing. Any questions that citizens may have concerning a program will be answered and their comments, suggestions, and/or proposals will be received. Citizens may also express comments and views concerning the community development process or any specific project to the governing body at any regularly scheduled meeting. A summary of comments or views, and a summary of any comments or views not accepted and the reasons why, shall be attached to the ConPlan, AFH, Annual Action Plan, substantial amendment, or CAPER (as applicable).

Objective D: *The City shall furnish technical assistance to all interested persons and groups requesting such assistance.*

Policies:

- 1) The City shall provide technical assistance upon request, particularly to groups or individuals representing persons with low- and moderate-income. The City shall determine the necessary level and degree of assistance. Such technical assistance might include the following:
 - Assisting low- and moderate-persons to develop statements of view, identify their needs, and to develop activities and proposals for projects, which when implemented, will resolve those needs.
 - Explaining the process for submitting proposals.
 - Interpreting program rules, regulations, and procedures and/or federal and local requirements.
 - Providing comments and advice on the telephone or in meetings.
 - Reviewing and commenting on draft proposals.

It is important to note that the provision of technical assistance does not guarantee or include the provision of funds.

Objective E: *All comments, objections, and complaints submitted by interested persons or groups shall be adequately considered and addressed.*

Policies:

- 1) The City shall consider any comments or complaints from interested persons or groups received in writing or orally at public hearings or meetings in preparing the ConPlan, the Annual Action Plan, the AFH, any amendments to the former plans, and/or the CAPER.
- 2) A summary of public comments or complaints and a summary of any comments or complaints not accepted and the reasons thereto shall be attached to the respective final ConPlan, any amendments to the plan, the Annual Action Plan and/or the CAPER.
- 3) The City shall provide a substantive written response to every comment or complaint received within 15 working days when possible.

Public Participation

1. Citizen Participation Plan and Amendments

The Citizen Participation Plan is designed to facilitate and encourage residents to participate in the ConPlan process. In particular, the Citizen Participation Plan seeks to encourage the involvement of low- and moderate-income persons.

The City will use the following process to adopt and make any subsequent changes to its Citizen Participation Plan:

- The City will place its public notices in Press Enterprise newspaper, at the Community Development office and the Jurupa Valley Libraries (Louis Rubidoux and Glen Avon) and on the City's Web site (see Addendum) in advance of a 30-day public review and comment period.
- Residents have 30 days to review the Citizen Participation Plan from the date of the notice.
- During the 30-day public review and comment period, the document will be available for review at the City's Community Development Department office. Copies of the document will be available to the public.
- Residents may file comments in writing at the City offices during the 30-day period from the date of the notice.
- The City Council will adopt the Citizen Participation Plan as part of the Consolidated Plan.

Any change in the public participation process as outlined in this document will require an amendment to the Citizen Participation Plan.

2. Consolidated Plan and the Annual Action Plan

The steps outlined below provide opportunities for public involvement in the ConPlan and the Annual Action Plan:

- The City will consult with local public agencies that assist low- and moderate-income persons and areas, including City staff, state and federal agencies, neighboring local governments and regional agencies.
- The City will consult with private agencies, including local nonprofit service providers and advocates such as the local public housing agency, health agencies, homeless service providers, nonprofit housing developers and social service agencies (including those focusing on services to children, the elderly, persons with disabilities, persons with HIV/AIDS, persons with substance abuse problems, etc.).

- The City will place public notices in the Press Enterprise newspaper, at City offices and the Jurupa Valley Libraries (Louis Rubidoux and Glen Avon) and on the City’s Web site (see Addendum) 15 days in advance of a meeting. The notice will include the amount of funds available, the range of activities that could be undertaken and the amount that would benefit low- to moderate-income persons.
- A public hearing will be held before the City Council to solicit input on needs and priorities for the ConPlan and the Annual Action Plan. Virtual public hearings will be allowed, as recommended by HUD.
- Residents have 30 days to review the draft ConPlan and/or the draft Annual Action Plan from the date of the notice.
- Residents may file comments at the City offices during a 30-day period from the date of the notice.
- A public hearing will be held before the City Council to receive comments and approve the ConPlan and the Annual Action Plan. Virtual public hearings will be allowed, as recommended by HUD.
- The City Council will adopt the ConPlan and/or Annual Action Plan.
- In preparing the final ConPlan and/or Annual Action Plan, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony at the public hearing or submitted in writing during the review and comment period or during a virtual public hearing, per HUD’s recommendation. The final documents will have a section that includes all comments, plus explanations as to why any comments were not accepted.

3. Substantial Amendments to the ConPlan and the Annual Action Plan

Amendments to the ConPlan or the Annual Action Plan will be necessary whenever one of the following is proposed:

- To make a substantial change in the allocation priorities or a substantial change in the method by which funds are distributed
 - For the purpose of the Consolidated Plan, a “substantial change” involves a cumulative change in the program budget of 25 percent or more of the City’s total federal entitlement for the current program year
 - If an amendment does not qualify as a substantial change (cumulative change of under 25 percent of the City’s total federal entitlement), it will be considered administrative in nature and documentation of the administrative amendment will be made to the current Consolidated Plan or Annual Action Plan, and notification of the amendment will be provided to HUD via HUD’s electronic eConPlan suite.

- To use CDBG funds (including program income) to carry out an activity not previously described in the Annual Action Plan or ConPlan; or
- To allow a substantial change in the purpose, scope, location or beneficiaries of a specific activity.

The following procedures apply to amendments:

- The City will place public notices in Press Enterprise newspaper, at the City offices and the Jurupa Valley Libraries (Louis Rubidoux and Glen Avon) and on the City's Web site (see Addendum) in advance of a 30-day public review and comment period.
- Residents have 30 days to review the proposed amendment from the date of the notice.
- During the 30-day public review and comment period, the document will be available for review at the City's Community Development Department and City Clerk's office. Copies of the document will be available to the public.
- Residents may file comments at the City offices during the 30-day period from the date of the notice.
- The City Council will adopt the amendment.
- In preparing a final amendment, careful consideration will be given to all comments and views expressed by the public, whether given as verbal or virtual testimony at the public hearing or submitted in writing during the review and comment period. The final amendment will have a section that includes all comments, plus explanations as to why any comments were not accepted.
- Substantial amendments are submitted to HUD as it occurs via HUD's electronic eConPlan suite.

4. Consolidated Annual Performance Evaluation Report (CAPER)

Every year, the City must submit to HUD a Consolidated Annual Performance Evaluation Report (CAPER). In general, the CAPER must describe how funds were actually used and the extent to which these funds were used for activities that benefited low- and moderate-income people. The following steps outline the opportunities for public involvement in the CAPER:

- The City will place public notices in the Press Enterprise newspaper, at the City offices and the Jurupa Valley branches of the Jurupa Valley Libraries (Louis Rubidoux and Glen Avon) and on the City's Web site (see Addendum) in advance of a 15-day public review and comment period.
- Residents have 15 days to review the CAPER from the date of the notice.

- During the 15-day public review and comment period, the document will be available for review at the City’s Community Development Department office. Copies of the document will be available to the public.
- Residents may file comments at the City offices during the 15-day period from the date of the notice.
- In preparing the CAPER, careful consideration will be given to all comments and views expressed by the public, whether given as verbal or virtual testimony at the public hearing or submitted in writing during the review and comment period. The final report will have a section that includes all comments, plus explanations as to why any comments were not accepted. The CAPER will be submitted to HUD via the electronic eConPlan suite.

5. Analysis of Impediments to Fair Housing Choice (AI) and Amendments

As an entitlement jurisdiction receiving CDBG funds, Jurupa Valley is required to certify that it will affirmatively further fair housing and undertake fair housing planning in conjunction with its Consolidated Plan/Annual Action Plan. Fair housing planning consists of the following: (1) an Analysis of Impediments to fair housing choice; (2) actions to cover the effects of the identified impediments; and (3) maintenance of records to support the affirmatively furthering fair housing certification.

The Analysis of Impediments to Fair Housing Choice (AI) document referenced above is defined as a comprehensive review of a state’s, region’s, or jurisdiction’s laws, regulations, and administrative policies, procedures, and practices as they relate to compliance with fair housing laws. The AI involves an assessment of how these laws, regulations, policies, and procedures affect the location, availability, and accessibility of housing, and how conditions, both private and public, affect fair housing choice.

Once the City completes the AI, it must report on its implementation by summarizing the impediments identified in the analysis and describing the actions taken to overcome the effects of the impediments identified through the analysis in its CAPER. Each jurisdiction is required to maintain an AI and update the AI as necessary. Jurisdictions may also include the actions it plans to take to overcome the effects of impediments to fair housing choice during the coming year in the Annual Plan that is submitted as part of the Consolidated Plan submission.

HUD requires that the Citizen Participation Plan delineate the process the City will utilize to adopt, amend, and to report accomplishments. Public review and City Council adoption procedures mirror that of the Consolidated Plan. The following procedures will ensure that the public will have a chance to review and comment on the City’s Analysis of Impediments to Fair Housing Choice:

- The City will place public notices in the Press Enterprise newspaper, at the City offices and the Jurupa Valley branches of the Jurupa Valley Libraries (Louis Rubidoux and Glen Avon) and on the City's Web site (see Addendum) in advance of a 15-day public review and comment period.

The draft AI will be available for public review at the following locations:

- City Hall public counter
- Jurupa Valley Libraries (Louis Rubidoux and Glen Avon)
- The City's Website

Upon request, reasonable accommodation will be made to make sure the AI will be available for review and comment by persons with disabilities.

At the end of the 30-day review period, the City Council will consider the adoption of the AI (or a substantial amendment to the AI) at a designated and publicly noticed City Council meeting. Approval of the AI or amendment of the AI requires a majority vote of the Jurupa Valley City Council. Annual accomplishments related to the AI will be reported in the yearly CAPER.

A substantial amendment to the AI will entail a material change in circumstances that affects the information on which the AI is based to the extent that the analysis, the fair housing contributing factors, or the priorities and goals of the AI no longer reflect actual circumstances. Examples include:

- Presidential declared disasters in the program participant's area that are of such a nature as to significantly impact the steps a program participant may need to take to affirmatively further fair housing
- Significant demographic changes
- New significant contributing factors in the participant's jurisdiction
- Civil rights findings, determinations, settlements, or court orders
- HUD's written notification specifying a material change that requires revision.

When a revision is required as a result of a material change, such a revision will be submitted within 12 months of the onset of the material change, or at such later date as HUD may provide. Where the material change is the result of a Presidential declared disaster, such time shall be automatically extended to the date that is two years after the date upon which the disaster declaration is made, and HUD may extend such deadline, upon request, for a good cause.

Funding of Public Services

The City will issue a Notice of Funding Availability (NOFA) to the community for the Annual Action Plan, beginning with the 2018–2019 program year. The notice will identify the amount of CDBG funds available to public service agencies and a list of eligible activities. An application form will be developed and used by the City for funding requests. The agencies may apply to the City at the following address:

City of Jurupa Valley
City Manager's Department
8930 Limonite Ave
Jurupa Valley, CA 92509

Applications will require the following information:

- Name of the organization, the contact person(s) and a brief history of the organization
- Name of the project and a detailed description of project
- Documentation identifying the need for such a project
- Financial summary, including the amount of CDBG funds requested and other resources to leverage CDBG funds, as well as the potential uses of the funds
- Objectives of the project and the intended beneficiaries
- If the organization is requesting CDBG funds from other jurisdictions for the same project, information included on the amount requested and the potential benefits for each jurisdiction

City staff will review the applications to determine the eligibility of the projects. The City's committee will evaluate the funding request based on the benefits to low- and moderate-income residents and areas, on the projects' feasibility, and if the proposed activity addresses a priority need identified in the Consolidated Plan. The selected activities will be recommended to the City Council for approval.

Plans to Minimize Displacement of Persons and Assist any Persons Displaced

If applicable, the City of Jurupa Valley, in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, the 1988 Common Rule, and the 1989 Barney Frank Act, will provide relocation assistance, as described in 24 CFR 570.606(b)(2), to each low- and moderate-income household displaced by the demolition of housing or by the conversion of a low- and moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the Act, the City of Jurupa Valley will include, but not be limited to, the following steps to minimize the displacement of persons from their homes:

- A. Avoid, as much as possible, CDBG-funded projects which permanently displace persons from their homes.
- B. Fully advise any residents who may be displaced of their rights and options for relocation benefits as required by federal regulations.
- C. Assist displaced residents in filling out any required forms for assistance or to appeal City decisions regarding displacement or the level of relocation benefits.

A copy of the City's Anti-Displacement and Relocation Plan is also available to interested residents upon request.

Citizen Participation Summary

DOCUMENT	PUBLIC PARTICIPATION	REQUIRED TIME FOR PUBLIC REVIEW	REQUIRED APPROVAL	DEADLINE
Citizen Participation Plan	Public Hearing 15-Day Notice	30-Day Public Review	City Council	N/A
ConPlan and/or Annual Action Plan	Public Hearing 15-Day Notice	30-Day Public Review	City Council	Submit to HUD 45-days prior to start of new program year
Substantial Amendments	Public Hearing 15-Day Notice	30-Day Public Review	City Council	Submit to HUD when complete
Administrative Amendments	No Public Hearing	None	City Manager	Submit to HUD when complete
CAPER	Public Hearing 15-Day Notice	15-Day Public Review	City Council	Submit to HUD within 90-days of end of program year
Analysis of Impediments to Fair Housing Choice	Public Hearing 15-Day Notice	30-Day Public Review	City Council	45-days prior to start of new program year

Addendum

The City of Jurupa Valley City Manager’s Department is located at 8930 Limonite Avenue, Jurupa Valley, California.

The City Clerks Office located at: 8930 Limonite Ave. Jurupa Valley, California.

The Jurupa Valley Libraries (Louis Rubidoux and Glen Avon) are as follows:

- Louis Rubidoux: 5840 Mission Blvd.; (951) 682-5485
- Glen Avon: 9244 Galena St.; (951) 685-8121

The City’s Web site address is <http://www.jurupavalley.org>

Citizen Participation Plan Amendments For Disasters and Emergencies

In the event of a local, state, or national disaster, it may be necessary to rapidly deploy existing or new funding resources allocated to the City by HUD. During emergency situations, the Citizen Participation process may be streamlined to reduce delays in accessing grant funds pursuant to notices, waivers, award letters, or other HUD directives. Rapid deployment of HUD resources may require the substantial amendment to the Consolidated Plan and/or Annual Action Plan(s).

Coronavirus Aid, Relief, and Economic Security Act of 2020

Pursuant the Coronavirus Aid, Relief, and Economic Security Act of 2020 (CARES Act), and regulatory waivers authorized by the U.S. Assistant Secretary of Housing and Urban Development for Community Planning and Development, on March 31, 2020, the City of Jurupa Valley will implement the following regulatory relief waivers related to Citizen Participation:

1. Citizen Participation Public Comment Period for Consolidated Plan Amendment: The 30-day public comment period is waived for substantial amendments to no fewer than five (5) days. This waiver will apply to Consolidated Plans, Annual Action Plans, and other CARES Act related funding or program modifications.
2. Reasonable Notice and Opportunity to Comment: The Citizen Participation Plan sets forth the requirements for reasonable notice and opportunity for public to comment. In an effort to contain COVID-19 by limiting public gatherings, and to respond quickly to the growing spread and effects of the coronavirus, reasonable notice and opportunities to comment are amended as follows:
 - Reasonable Notice: Related notice(s) will be posted on the City's website – www.jurupavalley.org, social media, and in the Public Notice display case located at the entrance of City of Jurupa Valley City Hall. The notice will be prominent and will provide a summary of the proposed amendment, information regarding the opportunity to provide comment, and information on how to view or obtain a copy of the draft amendment.
 - Opportunity to Comment: Members of the public are invited to review the draft amendment and provide written comments. The specific process to participate in the public hearing and to provide public comments will be delineated in the subject public notice. City staff will provide a written response to public comments received during the comment period. A summary of written comments received during the comment period, and staff responses will be incorporated into the amendment that is submitted to HUD at the conclusion of the comment period.

City staff will submit the subject amendment(s) to the HUD in a timely manner. This waiver will apply to Consolidated Plans, Annual Action Plans, and other CARES Act related funding or program modifications. This waiver will be applicable through June 30, 2021, or as otherwise directed by HUD.