

# Community Development Block Grant (CDBG)



Annual Action Plan  
FY 2023-2024

Public Review  
June 22, 2023 – July 21, 2023

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## Version History

No.	Summary of Changes			
1	Published Draft for Public Comment:	6/22/23	Sent to HUD for Approval:	TBD
	Conducted Public Hearing:	7/25/23	Approved by HUD:	TBD
	Original 2023-2024 Annual Action Plan.			
2	Published Draft for Public Comment:		Sent to HUD for Approval:	
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3	Published Draft for Public Comment:		Sent to HUD for Approval:	
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	Amendment 2 (Substantial / Non-Substantial):			
4	Published Draft for Public Comment:		Sent to HUD for Approval:	
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	Amendment 3 (Substantial / Non-Substantial):			
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# Executive Summary

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

### **1. Introduction**

On August 10, 2021, the Gardena City Council adopted the 2021-2025 Consolidated Plan, which described the City's housing and community development needs, strategies, and activities to address those needs over a five-year period using entitlement grant funds provided by the U.S. Department of Housing and Urban Development (HUD). The 2023-2024 Action Plan is the third of five annual plans implementing the 2021-2025 Consolidated Plan Strategic Plan goals via the investment of annual allocations of Community Development Block Grant (CDBG) funds from HUD. The Action Plan identifies available resources, annual goals, projects and activities for the period beginning July 1, 2023 and ending June 30, 2024.

The City receives CDBG funds from HUD on a formula basis each year, and in turn, awards grants and loans to nonprofit, for-profit or public organizations for programs and projects in furtherance of this Plan. The CDBG program generally provides for a wide range of eligible activities for the benefit of low- and moderate-income Gardena residents, as discussed below

### **Community Development Block Grant (CDBG)**

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

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

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

### **2023-2024 Program Year**

For the 2023-2024 program year, the City will receive \$592,299 of CDBG funds from HUD. The 2023-2024 Action Plan allocates the total \$592,299 of CDBG funds to the following program activities to be implemented from July 1, 2023 to June 30, 2024.

## 2023-2024 CDBG PROGRAM

Residential Rehabilitation Program	\$385,009.00
Youth & Family Services Bureau	\$88,840.00
Fair Housing Services	\$20,000.00
CDBG Program Administration	\$98,450.00
<hr/>	
CDBG TOTAL:	\$592,299.00

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

The priority needs and goals identified in the Plan are based on analysis of information including the results of the City's Surveys and the housing and community development data elements required by HUD in the online Consolidated Plan system (eCon Planning Suite). Other sources of information used to identify needs and establish priorities were obtained through consultation with local nonprofit agencies and cited publicly available data.

Individual projects and activities carried out to achieve the objectives and outcomes identified in the ConPlan, will be funded based on the availability of annual CDBG funding. The City of Gardena received an average of \$631,937 over the last five-year period. It is anticipated that the City will receive approximately \$637,637 per year over the next 5-year ConPlan period. The figures proposed for each project are estimates based on the assumptions that CDBG funding, entitlement funding distribution formulas and/or the number of communities eligible to receive entitlement grants will remain constant. If any of these conditions change, projected activities and accomplishments are also subject to change.

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

The high priority needs include:

- Planning and Administration
- Fair Housing Services
- Public Services to Help Low-Income Residents
- Preservation of Supply of Affordable Housing
- Neighborhood Preservation & Improvement
- Expand the Supply of affordable housing
- Economic Development
- Prevent and Eliminate lessness

The following goals are identified in the Strategic Plan:

- Planning and Administration
- Fair Housing Services
- Services for Low- and Moderate-Income Persons
- Public Infrastructure Improvements
- Public Facilities Improvements
- Code Enforcement
- Owner-Occupied Rehabilitation
- Rental Housing Rehabilitation
- Economic Development
- Housing Assistance Vouchers

Consistent with HUD’s national goals for the CDBG program to provide decent housing opportunities, maintain a suitable living environment and expand economic opportunities for low- and moderate-income residents, the priority needs listed above will be addressed over the next five years through the implementation of activities aligned with the following measurable goals included in the Strategic Plan section of this Plan.

### 3. Evaluation of past performance

The City will be cancelling the project and activities included in the 2022-2023 Action Plan and reallocating the funding toward the 2023-2024 projects and activities soon after the start of the program year.

During Planning Period 2016-2021 (“PP 2016”), Gardena expended \$3,150,635 on activities meeting its strategic plan objectives of providing decent housing, providing a suitable living environment, and creating economic opportunity. Lack of funding makes it difficult to address all strategic plan objectives in one program year. As a result, Gardena funds high priority projects to the extent possible. In PP 2016, Gardena was able to fund projects that directly addressed specific strategic plan objectives including:

Housing - \$1,175,000

2016-2021 Projects:

- Owner Occupied Housing Rehabilitation Loan Program
- Residential Rebate Program
- Handy-worker Fix-Up Program
- Multi-Family Residential Code Correction Program

Strategic Plan Objectives Addressed

- Sustain existing housing stock through rehabilitation and necessary improvements
- Increase the number of new affordable housing units
- Increase homeownership opportunities

Suitable Living Environment - \$808,660

2016-2021 Projects:

- Code Enforcement
- Public Facilities/Recreation Improvements
- Accessibility Improvements

Strategic Plan Objectives Addressed

- Improve and stabilize city neighborhoods
- Enhance and encourage resident involvement
- Promote safe neighborhoods

2016-2021 Projects:

- Youth and Family Services Bureau
- Senior Citizen Day Care Center

#### **4. Summary of Citizen Participation Process and consultation process**

The Consolidated Plan regulations at 24 CFR Part 91 provide the citizen participation and consultation requirements for the development of the Consolidated Plan. Chief among those requirements is the need to consult with the Continuum of Care (CoC) to address lessness, Public Housing Authorities (PHA), business leaders, civic leaders, and public or private agencies that address housing, health, social service, victim services, employment, or education needs of low-income individuals and families, less individuals and families, youth, and/or other persons with special needs. Information supplied by these community stakeholders, together with the data supplied by HUD resulted in a well-informed planning document that reflects the housing, community and economic development needs and priorities for the City of Gardena over the next five years.

On June 22, 2023, a public notice was published in the Gardena Valley News announcing the opening of the 30-day public comment and public hearing on the CDBG Program Use of Funds for 2023-2024 fiscal year.

A public hearing will be held at the City Council Meeting on July 25, 2023, at 7:30 p.m. to receive comments on the Draft Annual Action Plan. The Final Action Plan for FY 2023-2024 will be submitted to the Department of Housing and Urban Development (HUD) by the August 9, 2023 deadline.

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

The draft 2023-2024 Action Plan was available for public review and comment from June 22, 2023 to July 21, 2023. The City Council will convene a public hearing on July 25, 2023, to receive public comments concerning the 2023-2024 Action Plan. Comments received during the public review period and at the Public Hearing will be provided in "Appendix A" of this document.

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

All comments and views received by the City in the development of the Action Plan will be viewed and taken into consideration in the development of the Action Plan.

## 7. Summary

The City received \$592,299 in FY 2023-2024 entitlement CDBG funds. The City anticipates funding projects to meet the priorities and corresponding goals during the five-year period.

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

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

The following are the agencies/entities 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	City of Gardena	Administrative Services Department

Table 1 – Responsible Agencies

#### Narrative

The City of Gardena Administrative Services Department is the lead agency responsible for the administration of the CDBG program. The City contracted with MDG Associates, Inc. to prepare the 2023-2024 Annual Action Plan.

In the implementation of the 2021-2025 Consolidated Plan and each of the five Annual Action Plans, Administrative Services Department staff and consultants shall be responsible for all grants planning, management and monitoring duties necessary to comply with HUD regulations and City policy.

#### Consolidated Plan Public Contact Information

Raymond Beeman, Director of Administrative Services  
City of Gardena  
1700 W. 162<sup>nd</sup> Street  
Gardena, CA 92024  
(310) 217-9516

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

### **1. Introduction**

Consultation for the 2023-2024 Annual Action Plan was achieved through a variety of strategies, including public hearings. All efforts were made to contact appropriate parties and obtain thorough input. These consultations, in conjunction with participation from citizens, provided the plan direction and scope.

**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(l)).**

The City recognizes the importance of careful coordination and alignment among various service providers to maximize the effectiveness of the CDBG program. The City further recognizes the importance of continued coordination and alignment during the preparation of the 2023-2024 Action Plan with these organizations and agencies.

The City will provide technical assistance to developers and community-based organizations that assist the City in the provision of affordable housing and facilities. The City will also encourage collaboration between non-profit agencies, housing providers and government agencies. The City will maintain contact with trade organizations, such as the Building Industry Association (BIA).

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

The Los Angeles less Services Authority (LAHSA), the lead agency of the Continuum of Care (CoC) for Los Angeles County, guides the development of less strategies and the implementation of programs to end lessness throughout the region. The CoC is comprised of a network of public, private, faith-based, for-profit, and nonprofit service providers who utilize several federal, state, and local resources in providing services for less persons. The County and its cities, including the City of Gardena, also provide resources for services that assist the less and those at risk of becoming less. The nonprofit and faith-based community plays a key role in the current CoC system. Hundreds of agencies throughout the County provide programs ranging from feeding the less on the street to creating permanent supportive housing opportunities. These services are available to less families with children as well as single men and women. The nonprofit and faith-based community also serves special needs populations, such as victims of domestic violence, veterans, persons with disabilities, and unaccompanied youth.

The City participates in the annual homeless count sponsored by the CoC.

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

The City is not a direct recipient of ESG funding. However, it is a participating jurisdiction in the COC and works closely with the homeless system to create funding policies and procedures for ESG.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

1	Agency/Group/Organization	LAHSA
	Agency/Group/Organization Type	Services-Homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs – Chronically homeless Homeless Needs – Families with children Homelessness Needs – Veterans Homelessness Needs – Unaccompanied youth Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	To obtain a comprehensive assessment of the needs and priorities within the community, the Consolidated Plan process included consultation with City residents, service providers, and selected departments. Engagement was conducted through email and telephone.
2	Agency/Group/Organization	Housing Authority County of Los Angeles
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	To obtain a comprehensive assessment of the needs and priorities within the community, the Consolidated Plan process included consultation with City residents, service providers, and selected departments. Engagement was conducted through telephone.
3	Agency/Group/Organization	County Public Housing Department
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Lead-Based Paint Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	To obtain a comprehensive assessment of the needs and priorities within the community, the Consolidated Plan process included consultation with City residents, service providers, and selected departments. Engagement was conducted through telephone. The anticipated outcome is better information and communication regarding lead-based paint hazards.
4	Agency/Group/Organization	Youth and Family Services
	Agency/Group/Organization Type	Other government – Local
	What section of the Plan was addressed by Consultation?	Homeless Needs – Chronically homeless Homeless Needs – Families with children Homelessness Needs – Veterans Homelessness Needs – Unaccompanied youth Homelessness Strategy 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?	To obtain a comprehensive assessment of the needs and priorities within the community, the Consolidated Plan process included consultation with City residents, service providers, and selected departments. Engagement was conducted through telephone and email. The outcome is

		expected to include better communication and referral information for Gardena residents.
5	Agency/Group/Organization	Gardena Senior Citizen Bureau
	Agency/Group/Organization Type	Services Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	To obtain a comprehensive assessment of the needs and priorities within the community, the Consolidated Plan process included consultation with City residents, service providers, and selected departments. Engagement was conducted through telephone.

**Table 2 - Agencies, groups, organizations who participated**

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

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

If an agency or organization was not consulted and would like to be included in the City's list of stakeholders, the agency or organization may contact the Administrative Services Department Director at (310) 217-9516.

### 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	Los Angeles Homeless Services Authority	The Continuum of Care works to alleviate the impact of homelessness in the community through the cooperation and collaboration of social service providers. This effort aligns with the Strategic Plan's goal to prevent and end homelessness.
City of Gardena General Plan Housing Element	City of Gardena Planning Department	The Housing Element (2014-2021) serves as a policy guide to help the City plan for its existing and future housing needs. This effort aligns with the Strategic Plan's goal to assist in the creation and preservation of affordable housing for low income and special needs households.
Greater LA Homeless Count	Los Angeles Homeless Services Authority	The Greater Los Angeles Homeless County Overall Results for LA Continuum of Care (Updated October 7, 2016) report includes homeless census findings, survey findings, and discussion of methodologies used. This effort aligns with the Strategic Plan's goal to prevent and end homelessness.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
LA Continuum of Care	Los Angeles Homeless Services Authority	Greater Los Angeles Homeless Count Key Findings for LA Continuum of Care by Service Planning Area and Supervisorial Districts (November 20, 2013) report includes homeless census findings, survey findings, and discussion of methodologies used. This effort aligns with the Strategic Plan's goal to prevent and end homelessness.
Los Angeles County Five Year Comprehensive HIV Plan	Los Angeles County Commission on HIV; County of Los Angeles Public Health	This Comprehensive HIV Plan (2013-2017) is LA County's (LAC) first fully integrated HIV plan that addresses the full continuum of services from prevention and testing to linkage to care, treatment, and retention of persons living with HIV, including AIDS (PLWH). This effort aligns with the Strategic Plan's goal to support activities that strengthen neighborhoods through the provision of community services to benefit special needs households.
Regional Housing Needs Assessment (RHNA)	Southern California Association of Governments (SCAG)	The RHNA is an assessment process performed periodically as part of housing element and General Plan updates at the local level. The RHNA quantifies the need for housing by income group within each jurisdiction during specific planning periods. This effort aligns with the Strategic Plan goal to assist in the creation and preservation of affordable housing for low income and special needs households.

Table 3 - Other local / regional / federal planning efforts

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))**

To enhance coordination among the CoC, public and assisted housing providers and private and governmental health, mental health and service agencies, the City invited each of these entities to provide input on the needs of the community in the development of this Consolidated Plan. The City monitors CoC policy making to ensure that local efforts correspond to changes in the regional approach to addressing the needs of less and low-income people. Further, the Administrative Services Department works with recipients of the City's community grant program to ensure a coordinated effort among service agencies in the region who address the needs of Gardena residents, including but not limited to chronically less individuals and families, families with children, veterans and their families, unaccompanied youth, and persons who were recently homeless but now live-in permanent housing.

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

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

The City Council will hold a public hearing on July 25, 2023, to solicit community comments and input on the use of the City's funding. Residents and stakeholders were notified of the public hearing through a

publication in a local newspaper, direct email notification, and posting on the City's Website. The draft Action Plan will be available for public review and comment for a 30-day period.

The draft Action Plan is available on the City's website.

### Citizen Participation Outreach

	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments	Summary of comments not accepted and reasons	URL
1	Public Hearing	Minorities  Persons with disabilities  Non-targeted/broad community	No attendees.	None	NA	NA
2	Public Hearing	Minorities  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing	No attendees	None	NA	NA
3	Resident Survey	Minorities  Non-English Speaking- Specify other language: Spanish  Non-targeted/broad community	NA	None	NA	CityofGardena.org
4	Public Meeting	Minorities  Non-English Speaking- Specify other language: Spanish	NA	None	NA	NA

Table 4 – Citizen Participation Outreach

## Expected Resources

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

#### Introduction

For the 2023-2024 program year, the City will receive \$592,299 of CDBG funds from HUD to be allocated to new projects as part of this Action Plan.

#### Anticipated Resources

Program	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of Con Plan	Narrative Description
		Annual Allocation:	Program Income:	Prior Year Resources:	Total:		
CDBG	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$592,299			\$592,299	\$1,184,598	Based on 2023 FY allocation from HUD.
OTHER	Housing	\$			\$	\$	Funds represent estimated loan repayments under the Stare HOME Program and CalHOME Programs.

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**

The City of Gardena and HUD share a mutual interest in leveraging HUD resources to the maximum extent possible in order to deliver high-quality affordable housing, neighborhood improvement programs, supportive services, and economic development.

**Entitlement Funds**

Leverage, in the context of CDBG funding, means bringing other local, state, and federal financial resources to maximize the reach and impact of the City's U.S. Department of Housing and Urban Development (HUD) funded programs. HUD, like many other federal agencies, encourages the recipients of federal monies to demonstrate that efforts are being made to strategically leverage additional funds in order to achieve greater results. Leverage is also a way to increase project efficiencies and benefit from economies of scale that often come with combining sources of funding for similar or expanded scopes. Funds will be leveraged if financial commitments toward the costs of a project from a source other than the originating HUD program are documented.

**Other Federal Grant Programs**

In addition to the CDBG entitlement dollars, the federal government has several other funding programs for community development and affordable housing activities. These include: the Section 8 Housing Choice Voucher Program, Section 202, the Affordable Housing Program (AHP) through the Federal Home Loan Bank, and others. It should be noted that in most cases the City would not be the applicant for these funding sources as many of these programs offer assistance to affordable housing developers rather than local jurisdiction.

**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 City does not own land or property located within the jurisdiction that may be used to address the needs identified in the plan.

**Discussion**

Assuming continued level funding of the CDBG program, the City expects to spend a considerable amount of CDBG funds on projects that provide decent housing and suitable living environment during the period of the five-year Consolidated Plan between July 2021 and June 2025.

# Annual Goals and Objectives

## AP-20 Annual Goals and Objectives

### Goals Summary Information

Goal Name	Time Period	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Goal 1 Program Administration	2023 – 2024	All	Citywide	All	CDBG: \$98,450	N/A
Description: Provide for the timely and compliant administration of the CDBG program in accordance with HUD policy and federal regulations. HUD requires the City to represent Administration funds as a “goal” within the Strategic Plan so that the sources of funds (refer to Section SP-35) are fully allocated to goals.						
Goal 2 Fair Housing Services	2023 – 2024	Affordable Housing Non-Homeless Special Needs	Citywide	Fair Housing Services	CDBG: \$20,000	Public service activities other than Low/Moderate Income Housing Benefit: 50 Persons Assisted
Description: Affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination, and landlord-tenant mediation services. This includes fair housing services.						
Goal 3 Services for Low & Moderate Income Persons	2023 – 2024	Homeless Non-Homeless Special Needs	Citywide	Public Services to Help Low-Income Residents Prevent and Eliminate Homelessness	CDBG: \$88,840	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
Description: Implement the Youth and Family Services Program to provide services to low- and moderate-income senior residents.						

Goal Name	Time Period	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Goal 4 Owner-Occupied Rehabilitation	2023 – 2024	Affordable housing	Citywide	Preserve the supply of housing affordable Neighborhood Preservation & Improvement	CDBG: \$385,009	Homeowner Housing Rehabilitated: 10 households assisted
Description: Implement the Residential Rehabilitation Program to assist low- and moderate-income owners with critical repairs and general property improvements.						

Table 6 – Goals Summary

## Goal Descriptions

1	Goal Name	Program Administration
	Goal Description	Provide for the timely and compliant administration of the CDBG program in accordance with HUD policy and federal regulations. HUD requires the City to represent Administration funds as a “goal” within the Strategic Plan so that the sources of funds (refer to Section SP-35) are fully allocated to goals.
2	Goal Name	Fair Housing Services
	Goal Description	Affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination, and landlord-tenant mediation services. This includes fair housing services.
3	Goal Name	Services for Low- & Moderate-Income Persons
	Goal Description	Implement the Youth and Family Services Program to provide services to low- and moderate-income senior residents.
4	Goal Name	Owner-Occupied Rehabilitation
	Goal Description	Implement the Residential Rehabilitation Program to assist low- and moderate-income owners with critical repairs and general property improvements.

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

The City of Gardena will assist approximately 10 low-income owners with home repairs through the CDBG funded Residential Rehabilitation Program.

## AP-35 Projects – 91.220(d)

### Introduction

To address the high priority needs identified in the Strategic Plan to the 2021-2025 Consolidated Plan, the City of Gardena will invest CDBG funds in projects that preserve affordable housing, provide fair housing services, provide services to low- and moderate-income residents, provide services to residents with special needs, prevent homelessness, preserve neighborhoods, improve public facilities and infrastructure, and facilitate the creation or expansion of small businesses. Together, these projects will address the housing, community and economic development needs of Gardena residents-particularly those residents residing in the low- and moderate-income areas.

### Projects

2023-2024 Projects	
1.	Residential Rehabilitation Program
2.	Youth and Family Services Bureau (Counselors/Sides)
3.	Fair Housing Services
4.	Planning and Administration

Table 8 - Project Information

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

Based on the Strategic Plan, the City will be allocating 100 percent of its non-administrative CDBG investment for program year 2023-2024 to projects and activities that benefit low- and moderate-income people. The primary obstacles to meeting the underserved needs of low- and moderate-income people include lack of funding from federal, state, and other local sources.

## AP-38 Project Summary

### Project Summary Information

1	Project Name	<b>Planning and Administration</b>
	Target Area	Citywide
	Goals Supported	Program Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$98,450
	Description	General oversight of the City's Community Development Block Grant Program.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Citywide
	Planned Activities	CDBG Program Administration \$98,450
2	Project Name	<b>Fair Housing Services</b>
	Target Area	Citywide
	Goals Supported	Fair Housing Services
	Needs Addressed	Fair Housing Services
	Funding	CDBG: \$20,000
	Description	Fulfill the HUD regulatory mandate to affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination and landlord-tenant mediation services.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 50 people will benefit from Fair Housing Services
	Location Description	Citywide
	Planned Activities	Fair Housing Foundation: Fair Housing Services
3	Project Name	<b>Youth and Family Services</b>
	Target Area	Citywide
	Goals Supported	Services for Low & Moderate Income Persons
	Needs Addressed	Public Services to Help Low-Income Residents
	Funding	CDBG: \$90,260
	Description	Provide low- and moderate-income families with a range of public services necessary to prevent homelessness and ameliorate the effects of poverty.
	Target Date	6/30/2024

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Youth and Family Services Program will assist approximately 100 families/individuals with housing referrals, food bank and counseling services.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Youth and Family Services Program – (100 People)
4	<b>Project Name</b>	<b>Residential Rehabilitation Program</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Owner-Occupied Rehabilitation
	<b>Needs Addressed</b>	Preservation of supply of Affordable Housing Neighborhood Preservation & Improvement
	<b>Funding</b>	CDBG: \$385,009
	<b>Description</b>	Provide grants to low- and moderate-income owner occupants to make necessary repairs to their home. The goal is to preserve the quality of existing owner-occupied dwellings through rehabilitation.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 10 households will be assisted through the City's Residential Rehabilitation Program.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Residential Rehabilitation Program \$385,009

## 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

In accordance with the Strategic Plan all CDBG funds will be directed toward activities benefiting low- and moderate-income residents.

### Geographic Distribution

Target Area	Percentage of Funds
CDBG Eligible Areas	38%
Citywide	62%

Table 9 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

CDBG funds will not be directed to specific geographic areas within the City. Rather, resources will be available to address the needs of all low- and moderate-income residents and residents with special needs without regard to their location within the City.

### Discussion

Based on the Strategic Plan, the City is allocating 100 percent of its CDBG funds (excluding Administration) for program year 2023-2024 to projects and activities that benefit low- and moderate-income people, without regard to their physical location within the City of Gardena.

# Affordable Housing

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

### Introduction

Two high priority affordable housing needs are identified in the 2021-2025 Consolidated Plan and three Strategic Plan goals are established to provide the framework necessary to invest CDBG funds to address the affordable housing needs of the City.

### Expand the Supply of Affordable Housing

Gardena residents have a significant need for high quality and affordable housing.

### Preserve the Supply of Affordable Housing

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

Gardena's housing stock is aging and residents with low and/ or fixed incomes may not be financially positioned to make necessary repairs.

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

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	10
Special-Needs	0
Total	10

Table 10 - 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

One Year Goals for the Number of Households Supported Through	
Rehabilitation of Existing Units	10
Acquisition of Existing Units	0
Total	10

Table 11 - One Year Goals for Affordable Housing by Support Type

## Discussion

The Strategic Plan identifies a high priority need to preserve the supply of affordable housing. During the 2023-2024 program year, the City of Gardena will invest CDBG funds in an effort to preserve ten (10) owner-occupied housing units.

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

### **Introduction**

Public housing and other assisted housing programs are part of the efforts by Los Angeles County to address the affordable housing needs of extremely low- and very low-income families in Gardena. The Los Angeles County Development Authority (LACDA) oversees HUD public housing programs for participating jurisdictions, including Gardena.

The City of Gardena does not administer Section 8 and does not own HUD Public Housing; however, the City is within the service area of the Housing Authority of the County of Los Angeles (HACoLA) for the purposes of Section 8 and Public Housing.

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

The most pressing need is the high demand for affordable housing throughout Los Angeles County. This is documented by the long waitlist, which consists of 60,000 families.

Beyond the need for affordable housing, LACDA seeks to address the needs of residents to gain access to service programs such as: job training and placement and self-sufficiency.

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

LACDA actively encourages residents to be involved in the organization through resident councils and active participation in housing authority decisions via surveys and other forms of engagement. LACDA also maintains quarterly newsletters for Section 8 tenants, public housing residents, and Section 8 property owners.

LACDA encourages residents to explore ownership opportunities. LACDA administers Family Self-Sufficiency (FSS) program for public conventional housing and Housing Choice Voucher program residents. The FSS program provides critical tools and supportive services to foster a resident's transition from financial and housing assistance to economic and housing self-sufficiency, most importantly ownership.

To support this effort, LACDA utilizes marketing materials to outreach and further promote the program's requirements and benefits to all public housing residents. For families that are eligible to participate, a Contract of Participation (COP) is prepared to govern the terms and conditions of their participation and an Individual Training Service Plan (ITSP) is created that outlines the following: supportive services to be provided, activities to be completed by the participant, and agreed upon completion dates for the services and activities. The COP is valid for five years and may be extended to allow the family to meet their ITSP goals.

Once the COP is established and the family experiences an increase in tenant rent because of earned income, an escrow account in their name is established and increased earned income is deposited into this

account. Escrow accounts are disbursed to the family once the family has graduated successfully from the program. Families are encouraged to utilize these funds toward educational and ownership endeavors.

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

N/A, LACDA is designated as a High Performing Public Housing Agency.

#### **Discussion**

LACDA is well-positioned to continue providing Section 8 Housing Choice Vouchers in the City of Gardena and throughout Los Angeles County.

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

### **Introduction**

Preventing and ending homelessness is a HUD priority addressed regionally through coordination of strategies carried out locally by government agencies, community-based organizations, and faith-based groups. Consistent with this approach, the City supports the efforts of Los Angeles less Services Authority (LAHSA) and the Continuum of Care (CoC) and its member organizations that address lessness throughout the County. The City will invest CDBG funds during the program year to address high priority needs identified in the 2021-2025 Consolidated Plan including preventing homelessness and providing public services to special needs populations. This will be accomplished through the City's Youth, Senior and Family Services program.

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

The City of Gardena supports the efforts of the Los Angeles less Service Authority (LAHSA), County Continuum of Care (CoC), and its member organizations. In alignment with this strategy (link to 51 strategies approved by the Los Angeles County Board of Supervisors <https://less.lacounty.gov/strategies/>) the City has set a goal of providing public services to at risk of homelessness, homeless, and special needs residents during fiscal year 2023-2024. The City of Gardena does not receive ESG funding.

### **2022 PIT Count Results**

According to the results of the most recent data available March 2022 from The Los Angeles Homeless Service Authority (LAHSA) Point-in-Time Homeless Count (PIT Count), there are approximately 63,706 homeless in the county. Of those, 51,221 are individuals and 12,416 are families. District 8 of which the City is a part of had 4,560 homeless of which 3,678 are individuals and 874 are families. In addition, 3,512 are unsheltered and only 1,048 are sheltered. To address incidences of homelessness in Gardena and to prevent extremely low-income Gardena families from becoming homeless, the City places a high priority on programs that work to prevent homelessness or rapidly assist homeless individuals living in the community. To address this need, the City will support its Youth and Family Services Program that will support 2 households over the Consolidated Plan period utilizing its CDBG funds. The Youth and Family Services Program will assist in preventing these families from becoming homeless.

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

The City of Gardena supports the efforts of the Los Angeles less Service Authority (LAHSA), County Continuum of Care (CoC), and its member organizations to provide a spectrum of services and housing to help the less and those at risk of lessness gain stability. In 2017 the City adopted a number of zoning ordinances to facilitate development of housing, shared housing, emergency and transitional shelter, and single-room occupancy housing. Furthermore, the City's one-year goal of affordable housing preservation,

development, and access addresses the underlying issue of inadequate supply of affordable housing and anticipates assisting four households. The City does not receive ESG funds.

**Helping homeless persons (especially chronically less 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 less individuals and families to affordable housing units, and preventing individuals and families who were recently less from becoming less again:**

The City's one-year goal of affordable housing preservation addresses the underlying issue of inadequate supply of affordable housing and anticipates assisting 10 households. Additionally, In support of CoC efforts, this Strategic Plan provides for the use of CDBG funds to support temporary rental assistance activities implemented by the City through its Youth, Senior and Family Services Program to help prevent and eliminate homelessness.

For the next five years, the new plan recommends the following strategies to reduce homelessness throughout the County:

- Know who is homeless and what they need – Conduct a count of every person living on the streets, shelters, or other places not fit for human habitation to understand the scope of homelessness in each community.
- Create the housing and the services to help people thrive - Create affordable housing units through acquisition or rehabilitation of existing buildings and provide supportive services in permanent supportive housing that are critical to housing retention.
- Shift to a Housing First System, a system through which homeless people are back in permanent housing in less than 30 days and there are few requirements for housing.

By fully investing in solutions that work and getting communities to get involved at every level (i.e., federal, state, and local, for profit organizations, non-provident organizations, and residents) the end of homelessness throughout Los Angeles County can be possible.

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

The strategies discussed above will help low-income individuals and families avoid becoming homeless. An individual or family is considered at-risk of becoming homeless if it experiences extreme difficulty maintaining their housing and has no reasonable alternatives for obtaining subsequent housing. Homelessness often results from a complex set of circumstances that require people to choose between food, shelter, and other

basic needs. Examples of common circumstances that can cause homelessness include eviction, loss of income, insufficient income, disability, increase in the cost of housing, discharge from an institution, irreparable damage, or deterioration to housing, and fleeing from family violence.

## Discussion

With limited CDBG resources available, the City is investing CDBG funds through its Youth and Family Services program to prevent homelessness in Gardena.

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

### **Introduction**

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

Based on information gathered during community meetings, the Consolidated Plan Needs Assessment Survey, the 2014-2021 Housing Element and market analysis, the primary barriers to affordable housing in Gardena are housing affordability and the lack of monetary resources necessary to develop and sustain affordable housing. The two barriers are related in the sense that demand for affordable housing exceeds the supply and insufficient resources are available to increase the supply of affordable housing to meet demand.

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

In the development of the 2014-2021 Housing Element, the City evaluated significant public policies affecting affordable housing development such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges and growth limitations. Based on this evaluation, the City determined that it has taken all necessary steps to ameliorate the negative effects of public policies that may have been a barrier to affordable housing. Moreover, the City is actively engaged with affordable housing developers concerning the siting of affordable housing and ensuring that the entitlement process runs smoothly from inception to completion.

### **Discussion**

To address housing affordability and the lack of monetary resources for affordable housing, the 2021-2025 Consolidated Plan - Strategic Plan calls for the investment of a significant portion of CDBG funds for the preservation of 150 existing affordable owner-occupied housing units over the next five years.

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

### **Introduction**

The City of Gardena's planned investment of CDBG funds through the 2023-2024 Action Plan will address obstacles to fostering development of and maintaining existing affordable housing; evaluating and reducing lead-based paint hazards; reducing the number of families living in at or below the poverty line; developing institutional structure; and enhanced coordination among collaborative agencies and organizations. Additionally, this section will identify obstacles to meeting underserved populations needs and propose action to overcome those obstacles.

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

The primary obstacles to meeting the underserved needs of low- and moderate-income people include lack of funding from federal, state and other local sources, the high cost of housing that is not affordable to low-income people. To address these obstacles, at least in part, the City is investing CDBG funds through the 2023-2024 Action Plan in projects that will support the preservation of owner-occupied housing units that are affordable to low- and moderate-income families and programs that provide public services to low- and moderate-income people and those with special needs and programs that prevent homelessness. To address underserved needs, the City is allocating 100 percent of its CDBG (excluding Administration) funds for program year 2023-2024 to projects and activities that benefit low- and moderate-income people.

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

In the implementation of the 2023-2024 Annual Action Plan, the City will invest CDBG funds to preserve and maintain affordable housing by operating the Improvement Program which provides grants to low- and moderate-income owners of single-family detached properties in the City of Gardena.

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

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

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

The implementation of CDBG activities meeting the goals established in the Consolidated Plan-Strategic Plan and this Action Plan will help to reduce the number of poverty-level families by:

- Continuing to fund the Youth, Senior and Family Services Program.
- Supporting activities that expand the supply of housing that is affordable to low- and moderate- income households.
- Supporting activities that preserve the supply of decent housing that is affordable to low- and moderate-income households.
- Supporting a continuum of housing programs to prevent and eliminate homelessness; and
- Supporting housing preservation programs that assure low-income households have a safe, decent, and appropriate place to live.

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

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

The institutional delivery system in Gardena is high-functioning and collaborative—particularly the relationship between local government and the nonprofit sector comprised of a network of capable nonprofit organizations that are delivering a full range of services to residents. Strong City departments anchor the administration of HUD grant programs and the housing, community and economic development activities that are implemented by the City.

In order to support and enhance this existing institutional structure, the City of Gardena will collaborate with nonprofit agencies to ensure that the needs of low- and moderate-income residents are met as envisioned within the 2021-2025 Consolidated Plan - Strategic Plan.

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

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

### **Discussion:**

In the implementation of the 2023-2024 Annual Action Plan, the City will invest CDBG resources to address obstacles to meet underserved needs, preserve affordable housing, reduce lead-based paint hazards,

reduce the number of poverty-level families, develop institutional structure and enhance coordination between public and private housing and social service agencies.

## Program Specific Requirements

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

#### Introduction

In the implementation of programs and activities under the 2023-2024 Annual Action Plan, the City of Gardena will follow all HUD regulations concerning the use of program income, forms of investment, overall low- and moderate-income benefit for the CDBG program.

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

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

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

#### Other CDBG Requirements

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



TO BE INCLUDED FOLLOWING PUBLIC HEARING

# APPENDIX A

## Citizen Participation



TO BE INCLUDED FOLLOWING PUBLIC HEARING

# APPENDIX B

Grantee Unique Appendices



TO BE INCLUDED FOLLOWING PUBLIC HEARING

# APPENDIX C

SF-424, SF-424D, & Certifications