



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

Department Name: Housing & Community  
Development  
Department No.: 055  
For Agenda Of: 11/15/2011  
Placement: Administrative  
Estimated Tme: N/A  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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TO: Board of Supervisors

FROM: Department Sharon Friedrichsen, 568-2068  
Director(s) Housing and Community Development Interim Director  
Contact Info: Nancy Madsen, 568-3523  
Grants Manager

SUBJECT: **2012 Notice of Funding Availability (NOFA) for Community Development Block Grant, HOME Investment Partnerships Program, and Emergency Solutions Grant Funding**

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**County Counsel Concurrence**

As to form: N/A

**Auditor-Controller Concurrence**

As to form: N/A

**Recommended Actions:**

That the Board of Supervisors:

Authorize Housing and Community Development staff to proceed with the 2012 Notice of Funding Availability (NOFA) and proposed funding process for federal funds received through the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Shelter Grant (ESG) programs, and to return to the Board in April 2012 to provide an update and present the draft 2012 Action Plan, including projects recommended for funding.

**Summary**

Housing and Community Development (HCD) staff has developed a proposed process and supporting documents for the 2012 Notice of Funding Availability (NOFA) for federal funding received through the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Shelter Grant (ESG) programs. These funds are used for affordable housing, community development and infrastructure rehabilitation and shelters and supportive services for the homeless. The proposed process and supporting documents are similar to the 2011 process and documents that resulted from previous recommendations by the Board of Supervisors.

**Background:**

The County of Santa Barbara serves as the lead administrative agency for two federal funding partnerships: (1) the *CDBG Santa Barbara Urban County Partnership* with the cities of Buellton, Carpinteria, Lompoc, Solvang, along with the County; and (2) The *Santa Barbara County HOME*

**Consortium**, which includes the five members of the Urban County as well as the cities of Goleta and Santa Maria. To facilitate these partnerships, the County assumes responsibility for funding management, administration, and regulatory compliance associated with these three programs and administers the funding allocation process for the Urban County and HOME Consortium partnerships.

In preparation for the 2012 NOFA, HCD met with representatives from the partner cities on November 2, 2011 and held a public workshop on November 3, 2011 in mid-County to discuss the funding process, local needs and estimated funding available. Members of the Human Services Commission attended the meeting along with public stakeholders including representatives from nonprofit organizations and the City of Guadalupe. HCD proposes to use the same NOFA process for the 2012 program year that was approved for 2011, including the use of two Committees to evaluate applications and bring forward funding recommendations to the Board for consideration:

- The Capital Loan Committee will evaluate and make funding recommendations for capital projects through both the HOME and CDBG programs. This committee will continue to include members with specific capital project management and construction experience, in addition to members with expertise in lending.
- The Public Services Committee will evaluate CDBG- Public Services and ESG and be comprised of five members of the Board-appointed Human Services Commission; these Commissioners have expertise and familiarity with the needs and service capacity of area non-profit organizations.

HCD proposes to proceed with publication of the NOFA on November 18, 2011. A general overview of the timeline is noted below.

- Applicant Workshops will be held in North and South County on December 15 and 16 to provide program information and technical assistance to interested applicants.
- All CDBG, HOME and ESG applications are due on January 27, 2012, providing applicants with approximately 2 ½ months to prepare and submit applications.
- Following threshold review for program eligibility by HCD, applications will be forwarded to the member jurisdictions from which funds are requested and/or the relevant public review committee.
- Review committee public meetings will be held in March, 2012, and all funding recommendations will be included in the draft Action Plan.
- The draft Action Plan will undergo a 30-day public review process during which at least two public hearings will be held.
- The draft Action Plan will be presented to the Board of Supervisors in mid-April, allowing time for any recommended changes by the Board to the Action Plan or projects included therein.
- The adopted 2012 Action Plan will be submitted to HUD no later than May 17, 2012.

**Fiscal Analysis:**

Funds are “pass-through” to organizations providing affordable housing and housing-related activities (HOME), community development projects and programs (CDBG), and homeless services and shelters (ESG). Per HUD guidelines, County HCD retains 10% of HOME funds for grant administration, 5% for HOME project implementation expenses, 20% of CDBG funds for administration and 2.5 % of ESG funds for administration.

**Attachments:**

- A. Draft 2012 Notice of Funding Availability (NOFA)

**Authored by:** Nancy Madsen, Grants Manager