



## HUMAN SERVICES COMMISSION REGULAR MEETING AGENDA

Wednesday, March 5, 2025  
6:00 PM

City Council Chamber  
200 Old Bernal Avenue  
Pleasanton, CA 94566

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The meeting will be held in-person and will be streamed at <https://www.youtube.com/user/TheCityofPleasanton>.

**Public participation:** It is requested that members of the public wishing to address the Commission submit a speaker card. When public comment is opened on an agenda item, individuals may speak once per agenda item.

### In Person:

- Submit a physical speaker card at the meeting. When your name is called, please provide comment at the podium.
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### **CALL TO ORDER**

- Pledge of Allegiance
- Roll Call

### **AGENDA AMENDMENTS**

#### **CONSENT CALENDAR**

*Items listed on the consent calendar are considered routine in nature and may be enacted by one motion. If discussion is required, that particular item will be removed from the consent calendar and will be considered separately.*

1. Approve the special meeting minutes of January 7, 2025

#### **MEETING OPEN TO THE PUBLIC**

2. Public Comment regarding items not listed on the agenda – Speakers are limited to 3 minutes.
3. Introductions/Awards/Recognitions/Presentations.

#### **MATTERS FOR THE COMMISSION'S REVIEW/ACTION/INFORMATION**

4. Review and Recommend Housing and Human Services Grant Programs for FY 2025/26
5. Select Primary and Alternate Commission Representatives to Attend Local Human Services-related Meetings and Programs

## **COMMISSION REPORTS**

6. Brief reports on any meetings, conferences and/or seminars attended by the commission members

## **MATTERS INITIATED**

## **FUTURE AGENDA ITEMS**

- *Eastern Alameda County Human Services Needs Assessment (EACHSNA) Multi-Year Goals*

## **ADJOURNMENT**

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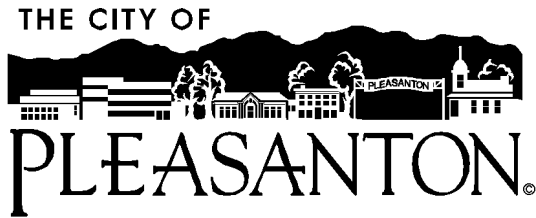
### **Notice**

Under Government Code §54957.5, any writings/documents regarding an open session item on this agenda provided to a majority of the Commission after distribution of the agenda packet will be available for public inspection at the Library and Recreation department located at 400 Old Bernal Ave., Pleasanton, CA 94566.

### **Accessible Public Meetings**

The City of Pleasanton can provide special assistance for persons with disabilities to participate in public meetings. To make a request for a disability-related modification or accommodation (e.g., an assistive listening device), please contact the Library and Recreation department located at 400 Old Bernal Ave., or (925) 931-5340 at the earliest possible time. If you need sign language assistance, please provide at least two working days' notice prior to the meeting date.

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# Human Services Commission Special Meeting Minutes

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January 7, 2025 – 6 p.m.

## CALL TO ORDER

Chair Bedegi called to order the special meeting of the Human Services Commission at 6:02 p.m. from the Council Chamber located at 200 Old Bernal Ave., Pleasanton.

Chair Bedegi led the Pledge of Allegiance and provided opening remarks.

Lia Bushong, Assistant Director of Library and Recreation, introduced Marilyn Yuan, Senior Office Assistant, as the recording secretary to the commission.

## ROLL CALL

Present: Commissioners Carlucci, Hayes, Litz, Powers, and Chair Bedegi

Absent: Commissioner Jaladi

## AGENDA AMENDMENTS

None

## CONSENT CALENDAR

**MOTION:** It was m/s by Litz/Carlucci to approve the consent calendar as recommended. Motion passed by the following vote:

Ayes: Commissioners Carlucci, Hayes, Litz, Powers, and Chair Bedegi

Noes: None

Absent: Commissioner Jaladi

## MEETING OPEN TO THE PUBLIC

### 3. Public comment from the audience regarding items not listed on the agenda.

Chair Bedegi opened public comment. There being no speakers, Chair Bedegi closed public comment.

### 4. Introductions/Awards/Recognitions/Presentations

Lia Bushong, Assistant Director of Library and Recreation, introduced Janeen Rubino-Brumm.

Presentation by Janeen Rubino-Brumm, Workability Specialist.

Lia Bushong, Assistant Director of Library and Recreation, introduced Michele Crose, Assistant Director of Library and Recreation, as the new staff liaison. Assistant Director Crose introduced herself to the commissioners.

## MATTERS FOR THE COMMISSION'S REVIEW/ACTION/INFORMATION

### 5. Received information and discuss the Fiscal Year (FY) 2025/26 Housing and Human Services Grant Process

Presentation by Lia Bushong, Assistant Director of Library and Recreation, and Steve Hernandez, Housing Manager.

Chair Bedegi opened public comment. There being no speakers, Chair Bedegi closed the public comment.

### 6. Review and approve the amended Human Services Commission meeting schedule for 2025

Recommendation: Review and approve the amended Human Services Commission meeting schedule with a start time of 4:00 p.m.

- *January 7, 2025*
- February 11, 2025 – Joint Human Services Commission (Livermore, 6:00 p.m.)
- March 5, 2025
- May 7, 2025
- June 5, 2025
- September 3, 2025
- October 1, 2025
- November 2025 – Joint Human Services Commission (Date and Time TBD)

Presentation by Lia Bushong, Assistant Director of Library and Recreation.

**MOTION:** It was m/s by Powers/Litz to approve the amended Human Services Commission meeting schedule for 2025 with an amended start time of 6:00 p.m. Motion passed by the following vote:

Ayes: Commissioners Carlucci, Hayes, Litz, Powers, and Chair Bedegi  
Noes: None  
Absent: Commissioner Jaladi

After the motion was passed, it was noticed that one of the dates was listed incorrectly.

**MOTION:** It was m/s by Powers/Litz to amend the Human Services Commission meeting schedule for 2025 with an amended start time of 6:00 p.m and to change the June 5, 2025 date to June 4, 2025:

- *January 7, 2025*
- February 11, 2025 – Joint Human Services Commission (Livermore, 6:00 p.m.)
- March 5, 2025
- May 7, 2025
- ~~June 5, 2025~~
- June 4, 2025
- September 3, 2025
- October 1, 2025
- November 2025 – Joint Human Services Commission (Dante and Time TBD)

Motion passed by the following vote:

Ayes: Commissioners Carlucci, Hayes, Litz, Powers, and Chair Bedegi  
Noes: None  
Absent: Commissioner Jaladi

## 7. **Select a commission Chairperson and Vice Chairperson for 2025**

Recommendation: Select a commission Chairperson and Vice Chairperson for 2025

Lia Bushong, Assistant Director of Library and Recreation, presented the item.

**MOTION:** It was m/s by Carlucci/Hayes to select Commissioner Litz as the Chairperson for 2025. Motion passed by the following vote:

Ayes: Commissioners Carlucci, Hayes, Litz, Powers, and Chair Bedegi  
Noes: None  
Absent: Commissioner Jaladi

**MOTION:** It was m/s by Powers/Carlucci to select Commissioner Hayes as the Vice Chairperson for 2025. Motion passed by the following vote:

Ayes: Commissioners Carlucci, Hayes, Litz, Powers, and Chair Bedegi  
Noes: None  
Absent: Commissioner Jaladi

**8. Select commission representatives to attend local and human services-related meetings**

Presentation by Lia Bushong, Assistant Director of Library and Recreation.

**MOTION:** It was m/s by Powers/Carlucci to move Item 8 to the regular meeting of March 5, 2025. Motion passed by the following vote:

Ayes: Commissioners Carlucci, Hayes, Litz, Powers, and Chair Bedegi

Noes: None

Absent: Commissioner Jaladi

**COMMISSION REPORTS**

Chair Bedegi provided a report.

Commission Litz provided a report.

Commissioners reported on meetings attended.

**MATTERS INITIATED**

None.

**FUTURE AGENDA ITEMS**

- Eastern Alameda County Human Services Needs Assessment (EACHSNA) Multi-Year Goals

**NEXT MEETING DATE**

Human Services Joint Commission Special Meeting – Tuesday, February 11, 2025 – 6 p.m. – Livermore Civic Center

**ADJOURNMENT**

Chair Bedegi adjourned the meeting at 7:46 p.m.

**HUMAN SERVICES COMMISSION  
AGENDA REPORT**

March 5, 2025  
Library and Recreation

**TITLE: REVIEW AND RECOMMEND HOUSING AND HUMAN SERVICES GRANT  
PROGRAMS FOR FY 2025/26**

**SUMMARY**

The Pleasanton Housing and Human Services Grant (HHSG) program combines federal and local funding sources into a single grant program. The four sources of HHSG funding include the federal Community Development Block Grant (CDBG) program, the federal HOME Investment Partnership Program (HOME), the City's Lower Income Housing Funds (LIHF), and the City's General Fund. Each year, the Human Services Commission reviews applications and provides recommendations to the City Council based on the commission's annual Evaluation Criteria (Attachment 1) and Statement of Priorities (Attachment 2).

This report presents an overview of the 31 HHSG applications submitted for the Fiscal Year (FY) 2025/26 grant funding cycle, a report of the commission application scoring, and staff analysis and recommendations based on commission scoring and projected funding.

For the FY 2025/26 cycle, the HHSG recommendations will be considered in two phases to align with federal requirements and the City's current budget development process. Phase One considers funding allocations for non-General Fund sources (CDBG, HOME, and LIHF) and will be reviewed by the commission in March for recommendation to the City Council to align with the U.S. Department of Housing and Urban Development (HUD) Consolidated Plan and Action Plan timeline requirements. Phase Two will consider projects not funded in Phase One, utilizing commission scoring and future funding levels as determined in the City's biennial FY 2025/26 budget process.

**RECOMMENDATION**

1. Review and approve final scoring for all FY 2025/26 Housing and Human Services Grant applications
2. Review and approve Phase One of FY 2025/26 Housing and Human Services Grant programs using CDBG, HOME, and LIHF funding.

**BACKGROUND**

Established in 2010, the City of Pleasanton Housing and Human Services Grant (HHSG) program consolidates funding from CDBG, HOME, LIHF, and City General Funds into a single grant. The Human Services Commission reviews applications and annually recommends funding to the City Council. Previously, human services and housing-related applications were reviewed by separate commissions; however, in May 2024, the City Council disbanded the Housing Commission. Since the majority of housing-related grant applications also have a strong human services component, the review of all applications and program recommendations moved to the Human Services Commission starting with the FY 2025/26

grant cycle.

### FY 2025/26 HHSG Process

The FY 2025/26 HHSG application period opened for nonprofit applicants on November 25, 2024. The City posted an online application packet (Attachment 3) and notified nonprofit agencies in the Tri-Valley. This year, the grant process allowed agencies to complete a single ZoomGrants online application for the three cities of Dublin, Livermore, and Pleasanton. This change was an effort to simplify the process for applicants in response to agency feedback on the time it took to complete each city's application in prior grant cycles.

To provide information and details on the HHSG application process, a mandatory joint virtual grant application workshop was conducted via Zoom on December 4, 2024, with 46 attendees from 34 non-profit organizations in attendance. Applications were submitted online via ZoomGrants on or before the January 17, 2025 deadline. The following month, on February 11, 2025, the Joint Human Services Commissions for Dublin, Livermore and Pleasanton met to hear applicants present their respective programs. The Pleasanton Human Services Commission individually reviewed and scored the applications in ZoomGrants by February 20, 2025 (Attachment 4).

For FY 2025/26, commissioners were requested not to assign funding allocations to individual grants, as all City General Fund-supported grants will be considered for funding contingent upon the City Council review and approval of the FY 2025/26 City Budget. As such, FY 2025/26 Pleasanton HHSG applications will be divided into two review and funding phases:

### Phase One Funding

- Funding recommendations will be submitted for City Council consideration in April 2025. They will include programs or projects eligible for federal funding by the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) and the HOME Investment Partnerships (HOME) programs, as well as the City's Low-Income Housing Fund (LIHF)
- City Council's review of CDBG-eligible capital and public services projects is tentatively scheduled for April 2025. The City's final federal funding appropriations (CDBG and HOME) will be submitted to the HUD by May, as required.

As noted, there is current uncertainty around the availability of federal funding for the CDBG and HOME programs in future fiscal years. Any associated grant/program funding will be contingent on the availability of those federal funds since current budget constraints mean the City will not be in a position to backfill those monies.

### Phase Two Funding

- City General Fund-supported grant programs will be considered after the final approval of the City's two-year budget in June 2025
- Once the City Council confirms available funding, the HHSG funding will be allocated based on the Human Services Commission's rating scores for programs not funded or only partially funded in Phase One.

### FY 2025/26 Housing and Human Services Application Overview

This section summarizes the FY 2025/26 HHSG applications and funding requests for the City of Pleasanton, provides Commission scores from ZoomGrants, and provides staff analysis of the applications. The majority of FY 2025/26 HHSG applications are from programs that received funding in prior year cycles. Their FY 2023/24 summary of accomplishment data can be viewed in the HUD-required Consolidated Annual Performance and Evaluation Report (CAPER) charts presented to the Human Services Commission at their September 4, 2024 meeting (Attachment 5).

HHSG application totals shown in Table 1 reflect that 31 qualified applications were submitted for the HHSG program, requesting a total funding request of \$1,337,164. This represents a 15 percent increase in the number of applications received and a six percent increase in prior fiscal year funding requests.

**Table 1: FY 2025/26 HHSG Applications**

	<b>FY 2025/26</b>	<b>FY 2024/25</b>	<b>Percent Change</b>
# Applications	31	27	+ 15%
Total of All Funding Requests	\$1,337,164	\$1,261,561	+ 6%

The applications received are summarized as follows (listed in alphabetical order):

1. Abode Services: Tri-Valley Rapid Rehousing

- Requested Funds: \$200,000
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 78.5 (out of 100)
- Commission Ranking: 10<sup>th</sup> (out of 31)

Program Description:

*Abode Services seeks funding to increase the number of households served through the Tri-Valley Rapid Rehousing (TVRRH) program to 10 households in Pleasanton and 10 in Livermore, connecting individuals and families experiencing homelessness to housing subsidies and supportive services that lead to permanent housing stability.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$200,000 to support an estimated 10 homeless households in Pleasanton, the cost per household is \$20,000 each. The organization received \$120,000 in federal HOME and LIHF funding for the Rapid Rehousing program in FY 2024/25.

2. Arukah: Tri-Valley Housing and Human Services Grant

- Requested Funds: \$10,000
- Tentative Votes: 3 for / 3 against
- Average Score: 51.3 (out of 100)

- Commission Ranking: 30<sup>th</sup> (out of 31)

Program Description:

*Arukah operates independent living homes for men and seeks grant funding to cover administrative costs and ensure the program's success.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$10,000 and an estimated two residents served, the cost per resident is \$5,000. This is the agency's first year of application to the City of Pleasanton.

3. Assistance League of Amador Valley: Operation School Bell-Clothing the Children

- Requested Funds: \$5,000
- Tentative Votes: 4 for / 2 against
- Average Commission Score: 74.3 (out of 100)
- Commission Ranking: 17<sup>th</sup> (out of 31)

Program Description (from the application):

*Assistance League requests funding for Operation School Bell, which provides clothes and books to approximately 400 students in the Amador-Livermore Valley.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$5,000 and an estimated 50 students served in Pleasanton, the cost per student is \$100. The organization received a City General Fund allocation of \$5,000 for the Operation School Bell program in FY 2024/25.

4. Axis Community Health: Supporting Axis' New Livermore Clinic

- Requested Funds: \$50,000
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 79.2 (out of 100)
- Commission Ranking: 9<sup>th</sup> (out of 31)

Program Description:

*Axis Community Health seeks grant funding to support its new healthcare clinic's completion and operational expansion in Livermore. By increasing capacity, Axis would serve an estimated 2,500 additional patients annually.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$50,000 and an estimated additional 2,500 patients served, the cost per patient is \$20. In FY 2024/25, the organization received City General Fund allocations of \$6,000 for the Enrollment Specialist grant program and \$35,000 for the Youth Behavioral Health program contract, respectively, and an allocation of \$20,000 for the Unhoused Healthcare Services limited-term contract funded through the City-administered Opioid Settlement Funds.

5. Bay Area Community Health (BACH): Healthcare Express Mobile Medical Unit

- Requested Funds: \$160,000
- Tentative Votes: 4 for / 2 against
- Average Commission Score: 62.8 (out of 100)
- Commission Ranking: 27<sup>th</sup> (out of 31)

Program Description:

*Bay Area Community Health (BACH) seeks funding to reduce the impact of Substance Abuse Disorder (SUD) through mobile outreach and behavioral health services at encampments and other sites.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$160,000 and an estimated 40 individuals served, the cost per person is \$4,000. This is the agency's first year of application to the City of Pleasanton.

6. CALICO Center: Child Abuse Intervention (Pleasanton and Livermore)

- Requested Funds: \$11,000
- Tentative Votes: 5 for / 1 against
- Average Commission Score: 76.2 (out of 100)
- Commission Ranking: 13<sup>th</sup> Tied (out of 31)

Program Description:

*CALICO seeks funding for the forensic interviewing program to conduct specialized, child-friendly interviews to support investigations of suspected child abuse.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$11,000 and an estimated 20 individuals served, the cost per person is \$550. The organization received a City General Fund allocation of \$6,000 for the Child Abuse Intervention program in FY 2024/25.

7. Centro Legal de la Raza: Tri-Valley Fair & Secure Housing Project

- Requested Funds: \$47,465
- Tentative Votes: 5 for / 1 against
- Average Commission Score: 72.3 (out of 100)
- Commission Ranking: 18<sup>th</sup> (out of 31)

Program Description:

*Centro Legal de la Raza seeks funding for the Tri-Valley Fair and Secure Housing Project, which will provide tenant legal services to low-income tenants facing housing instability, eviction, and displacement from pre-eviction consultation to eviction consultation.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$47,465 and an estimated 25 individuals served, the cost per person is \$1,898. The organization received an allocation of \$46,500 in LIHF funding for the Tri-Valley Fair & Secure Housing Project in FY 2024/25.

8. Chabot-Las Positas Community College District dba Tri-Valley Career Center: Tri-Valley Pathway to Employment Program

- Requested Funds: \$31,785
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 76.2 (out of 100)
- Commission Ranking: 11<sup>th</sup> Tied (out of 31)

Program Description:

*Chabot-Las Positas Community College District seeks funding to expand career and supportive services to Tri-Valley residents through free job training that includes certifications in healthcare, professional services, advanced manufacturing, construction, transportation, and warehousing industries.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$31,785 and an estimated 170 individuals served, the cost per person is \$186. The organization received a City General Fund allocation of \$14,000 for the Tri-Valley Pathways to Employment Program in FY 2024/25.

9. Chabot-Las Positas Community College District dba Tri-Valley Career Center: Tri-Valley VITA Program

- Requested Funds: \$18,914
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 76.2 (out of 100)
- Commission Ranking: 13<sup>th</sup> Tied (out of 31)

Program Description:

*Chabot-Las Positas Community College District seeks funding for the Volunteer Income Tax Assistance (VITA) program to provide free tax services to low- to moderate-income individuals and families, Earned Income Tax Credit (EITC)-eligible families, to continue to serve immigrants with ITIN numbers.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$18,914 and an estimated 170 individuals served, the cost is \$111 per person. The organization received a City General Fund allocation of \$7,000 for the Tri-Valley VITA Program in FY 2024/25.

10. CityServe of the Tri-Valley: Tri-Valley Regional Homeless Prevention, Intervention and Crisis Stabilization Program

- Requested Funds: \$80,000
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 86.5 (out of 100)
- Commission Ranking: 4<sup>th</sup> (out of 31)

Program Description:

*CityServe of the Tri-Valley seeks funding to prevent homelessness for individuals and families through case management, crisis intervention, housing navigation, financial literacy, resource education, caregiver support, food, and life skills classes.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$80,000 and an estimated 550 individuals served, the cost is \$145 per person. In FY 2024/25, the organization received a City General Fund grant allocation of \$65,000 for the At-Risk Family Stabilization and Homeless Prevention program, an allocation of \$80,000 in LIHF funding for the Homeless Intervention and Crisis Stabilization program, and a City General fund allocation of \$88,000 for the Senior Services program contract.

11. CityServe of the Tri-Valley: Homeless Outreach and Crisis Stabilization Program

- Requested Funds: \$80,000
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 87.0 (out of 100)
- Commission Ranking: 3<sup>rd</sup> (out of 31)

Program Description:

*CityServe of the Tri-Valley seeks funding to provide crisis intervention to homeless individuals and families through care coordination and case management, street outreach, securing shelter and housing, transportation, and safety-net services.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$80,000 and an estimated 92 individuals served, the cost is \$869 per person. In FY 2024/25, the organization received a City General Fund grant allocation of \$65,000 for the At-Risk Family Stabilization and Homeless Prevention program, an allocation of \$80,000 in LIHF funding for the Homeless Intervention and Crisis Stabilization program, and a City General fund allocation of \$88,000 for the Senior Services program contract.

12. Community Resources for Independent Living Housing and Independent Living Skills (CRIL)

- Requested Funds: \$16,000
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 80.8 (out of 100)
- Commission Ranking: 6<sup>th</sup> (out of 31)

Program Description:

*CRIL seeks funding to provide Tri-Valley residents with a disability with housing search*

*assistance, peer counseling, assistive technology, independent living skills, transition services, travel training, and wheelchair-accessible transportation, blind services and services for those with traumatic brain injury, and services to encourage independence.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$16,000 and an estimated 30 individuals served, the cost is \$533 per person. The organization received an allocation of \$16,000 in LIHF funding for the Housing and Independent Living Skills program in FY 2024/25.

13. Culinary Angels: Nutritious Meals for Cancer Patients and Caregivers

- Requested Funds: \$10,000
- Tentative Votes: 4 for / 2 against
- Average Commission Score: 66.5 (out of 100)
- Commission Ranking: 23<sup>rd</sup> (out of 31)

Program Description:

*Culinary Angels seeks funding to prepare and deliver free and nutritious meals to cancer patients and caregivers in the cities of Pleasanton, Livermore and Dublin, San Ramon and Danville.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$10,000 and an estimated 28 individuals served, the cost per person is \$357. The organization did not receive grant funding in FY 2024/25.

14. East Bay Innovations (EBI)

- Requested Funds: \$10,000
- Tentative Votes: 4 for / 2 against
- Average Commission Score: 69.0 (out of 100)
- Commission Ranking: 20<sup>th</sup> (out of 31)

Program Description:

*EBI seeks funding for its proposed Tri-Valley Roadmap to Affordable Housing, a series of four informational webinars for adults with disabilities and their families that will address how to pursue affordable local housing and prepare for independent living.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$10,000 and an estimated 30 individuals served, the cost per person is \$333. This is a new project, and the organization did not receive grant funding in FY 2024/25.

15. Eden Council for Hope and Opportunity (ECHO: Fair Housing for All Tenants and Property Owners

- Requested Funds: \$40,000
- Tentative Votes: 4 for / 2 against

- Average Commission Score: 71.7 (out of 100)
- Commission Ranking: 19<sup>th</sup> (out of 31)

Program Description:

*ECHO seeks funding to provide fair housing information to renters and housing providers, investigate and conduct audits of housing discrimination cases, counsel and conciliate renters and housing providers regarding their rights and responsibilities in rental housing, and conduct presentations and distribute informational fliers.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$40,000 and an estimated 285 individuals served, the cost per person is \$140. The organization received an allocation of \$40,000 in LIHF funding for the Fair Housing for Tenants and Property Owners program in FY 2024/25.

16. Front Porch Communities Foundation: Home Match

- Requested Funds: \$25,000
- Tentative Votes: 4 for / 2 against
- Average Commission Score: 65.7 (out of 100)
- Commission Ranking: 24<sup>th</sup> (out of 31)

Program Description:

*Front Porch Communities Foundation seeks funding for the Home Match program, which aims to increase housing stability before someone experiences a housing emergency or becomes unhoused through supportive home sharing.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$10,000 and an estimated 28 individuals served, the cost per person is \$357. The organization did not receive grant funding in FY 2024/25.

17. Goodness Village: Building Independence: Vocational Skills, Community Engagement, and Pathways to Stability

- Requested Funds: \$30,000
- Tentative Votes: 5 for / 1 against
- Average Commission Score: 79.3 (out of 100)
- Commission Ranking: 8<sup>th</sup> (out of 31)

Program Description:

*Goodness Village seeks funding for the Vocational Program, which will provide chronically unsheltered individuals with essential vocational skill-building, social skills development, and opportunities for community engagement.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$30,000 and an estimated 10 individuals served, the cost per person is \$3,000. The application and all documents were submitted on time. With a request of \$17,000 and an estimated

10 individuals served, the cost per person is \$1,700. The organization received an allocation of \$58,874 in LIHF funding for the Goodness Village program in FY 2024/25.

18. Goodness Village: Home Preservation and Weatherproofing Project

- Requested Funds: \$17,000
- Tentative Votes: 5 for / 1 against
- Average Commission Score: 77.8 (out of 100)
- Commission Ranking: 11<sup>th</sup> Tied (out of 31)

Program Description:

*Goodness Village seeks funding to repair weather-related damage to its tiny homes caused by weather exposure by addressing mold growth, peeling paint, and improper weatherproofing to promote safe and sustainable housing.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$17,000 and an estimated 10 individuals served, the cost per person is \$1,700. The organization received an allocation of \$58,874 in LIHF funding for the Goodness Village program in FY 2024/25.

19. Hively: The Hive on Wheels: Mobile Family Resource Center

- Requested Funds: \$25,000
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 75.8 (out of 100)
- Commission Ranking: 16<sup>h</sup> (out of 31)

Program Description:

*Hively seeks funding to expand the service delivery of their family resources, providing diapers, clothing, books, and children's essentials through the Hive on Wheels Mobile Resource events, staffed by community resource staff and support specialists.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$25,000 and an estimated 1,000 individuals served, the cost per person is \$25. The organization received a City General Fund allocation of \$16,000 for the Hively Family Resource Center and Navigation Center in FY 2024/25.

20. Legal Assistance for Seniors: Legal Services, Medicare Counseling & Education

- Requested Funds: \$10,000
- Tentative Votes: 5 for / 1 against
- Average Commission Score: 67.7 (out of 100)
- Commission Ranking: 22<sup>nd</sup> (out of 31)

Program Description:

*Legal Assistance for Seniors (LAS) seeks funding to provide free legal services to older adults in the areas of housing, elder abuse/consumer protection, guardianship, health*

*law, health insurance counseling, public benefits, and naturalizations through community education and outreach to older adults, their families and service providers.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$10,000 and an estimated 9 individuals served, the cost per person is \$1,111. The organization received a City General Fund allocation of \$5,000 for the Legal Assistance for Seniors program in FY 2024/25.

21. Lions Center for the Visually Impaired: Independent Living Skills for Blind and Visually Impaired Adults

- Requested Funds: \$15,000
- Tentative Votes: 3 for / 3 against
- Average Commission Score: 60 (out of 100)
- Commission Ranking: 28<sup>th</sup> (out of 31)

Program Description:

*Lions Center for the Visually Impaired seeks funding to provide services to seniors who are blind and visually impaired.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$15,000 and an estimated 25 individuals served, the cost per person is \$600. The organization did not receive grant funding in FY 2024/25.

22. Love Never Fails: Therapeutic Outreach Network

- Requested Funds: \$10,000
- Tentative Votes: 5 for / 1 against
- Average Commission Score: 63 (out of 100)
- Commission Ranking: 26<sup>th</sup> (out of 31)

Program Description:

*Love Never Fails (LNF) seeks funding to provide culturally relevant outreach and support services for exploited, at-risk, and unhoused individuals through street outreach, harm reduction supplies (clothing and toiletries, meal and food supplies), referrals to emergency/transitional/long-term housing services, mental health counseling, workforce development, and legal support.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$10,000 and an estimated 150 individuals served, the cost per person is \$66. The organization did not receive grant funding in FY 2024/25.

23. Mercy Retirement and Care Center: Mercy Brown Bag Program

- Requested Funds: \$50,000
- Tentative Votes: 5 for / 1 against

- Average Commission Score: 68.3 (out of 100)
- Commission Ranking: 21<sup>st</sup> (out of 31)

Program Description:

*Mercy Retirement and Care Center seeks funding to sustain and expand food services that address senior hunger by delivering fresh, nutritious groceries to low-income seniors.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$50,000 and an estimated 300 individuals served, the cost per person is \$166. The organization did not receive grant funding in FY 2024/25.

#### 24. Open Heart Kitchen: Senior Meal Program

- Requested Funds: \$50,000
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 87.5 (out of 100)
- Commission Ranking: 2<sup>nd</sup> (out of 31)

Program Description:

*Open Heart Kitchen seeks funding to provide free lunches to seniors on weekdays at the Pleasanton Senior Center, served in a congregate setting with Open Heart Kitchen staff and volunteers.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$50,000 and an estimated 235 individuals served, the cost per person is \$212. The organization received an allocation of \$50,000 in City General Fund and CDBG funding for the Senior Meals program in FY 2024/25.

#### 25. Partners for Change Tri-Valley: Alleviating Homelessness in the Tri-Valley

- Requested Funds: \$15,000
- Tentative Votes: 5 for / 1 against
- Average Commission Score: 64.8 (out of 100)
- Commission Ranking: 25<sup>th</sup> (out of 31)

Program Description:

*Partners for Change Tri-Valley seeks funding to execute programming, education, and mentorship focused on poverty alleviation and encourages access to classes through participant ride-sharing, bus passes, paratransit tickets, and Zoom access.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$15,000 and an estimated 24 individuals served, the cost per person is \$625. The organization received a City General Fund allocation of \$5,000 for the Alleviating Poverty and Homelessness in the Tri-Valley program in FY 2024/25.

26. Senior Health Program: Senior Health

- Requested Funds: \$50,000
- Tentative Votes: 1 for / 5 against
- Average Commission Score: 53.0 (out of 100)
- Commission Ranking: 29<sup>th</sup> (out of 31)

Program Description:

*The Senior Health Program seeks funding for services and classes on nutrition, mental health, environmental health, and exercise at senior housing and senior centers.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$50,000 and an estimated 110 individuals served, the cost per person is \$454. The organization did not receive grant funding in FY 2024/25.

27. SEWA International, Inc: C.A.L.M (Cultivating Acceptance Love and Mindfulness)

- Requested Funds: \$50,000
- Tentative Votes: 0 for / 6 against
- Average Commission Score: 45.3 (out of 100)
- Commission Ranking: 31<sup>st</sup> (out of 31)

Program Description:

*SEWA International seeks funding to implement mental health and wellness programs for vulnerable populations, targeting seniors, low-income families, and previously unhoused individuals, focusing on education and mindfulness practices.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$50,000 and an estimated 350 individuals served, the cost per person is \$142. The organization did not receive grant funding in FY 2024/25.

28. Spectrum Community Services Meals on Wheels: More than a Meal

- Requested Funds: \$55,000
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 89.8 (out of 100)
- Commission Ranking: 1<sup>st</sup> (out of 31)

Program Description:

*Spectrum Community Services seeks funding for its Meals on Wheels Program for the delivery of nutritious meals and wellness checks five days a week to disabled/homebound seniors in the Tri-Valley.*

Staff Comments:

The application and all documents were submitted on time. With a request of \$55,000 and an estimated 135 individuals served, the cost per person is \$407. The organization

received an allocation of \$51,636 in CDBG funding for the Meals on Wheels program in FY 2024/25.

#### 29. Tri-Valley Haven: Domestic Violence Services

- Requested Funds: \$60,000
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 82.0 (out of 100)
- Commission Ranking: 5<sup>th</sup> (out of 31)

##### Program Description:

*Tri-Valley Haven seeks funding for its Domestic Violence Services Program, which provides comprehensive support to local individuals impacted by domestic violence, including a crisis hotline, emergency shelter, legal and restraining order services, job readiness training, life skills education groups, case management, advocacy, and clinical counseling.*

##### Staff Comments:

The application and all documents were submitted on time. With a request of \$60,000 and an estimated 80 individuals served, the cost per person is \$750. The organization received two City General Fund grant allocations in FY 2024/25.

#### 30. Tri-Valley Haven: Homeless and Family Support Services

- Requested Funds: \$60,000
- Tentative Votes: 6 for / 0 against
- Average Commission Score: 80.7 (out of 100)
- Commission Ranking: 7<sup>th</sup> (out of 31)

##### Program Description:

*Tri-Valley Haven seeks funding to support homeless and family services programs, including the Family Shelter and Sojourner House, which provide shelter and support services for unhoused individuals, and the Client Choice Food Pantry, which offers food to low-income and homeless individuals.*

##### Staff Comments:

The application and all documents were submitted on time. With a request of \$60,000 and an estimated 565 individuals served, the cost per person is \$106. The organization received a City General Fund allocation of \$26,364 for the Domestic Violence Services program and \$30,500 for the Homeless and Family Support Services program, and \$250,000 in CDBG funding for the Shiloh Rebuilding project in FY 2024/25,

#### 31. Tri-Valley REACH, Inc: Home Improvement, Maintenance and Rehabilitation

- Requested Funds: \$45,000
- Tentative Votes: 5 for / 1 against
- Average Commission Score: 76.2 (out of 100)
- Commission Ranking: 13<sup>th</sup> Tied (out of 31)

**Program Description:**

*Tri-Valley REACH seeks funding for home improvements, maintenance, reasonable accommodation requests, and rehabilitation projects at Pleasanton properties.*

**Staff Comments:**

The application and all documents were submitted on time. With a request of \$60,000 and an estimated 18 individuals served, the cost per person is \$2,500. The organization received a City General Fund grant allocation of \$45,000 for the Home Repair Projects, Improvements, and Maintenance program in FY 2024/25.

**Recommendations for Phase One Funding**

The proposed allocations in Table 3 serve as a starting point for commission discussion. Given pending General Fund allocations this year, funding eligibility under CDBG, HOME, and LIHF (Attachment 6) is key in determining allocations rather than application scoring alone.

- CDBG-Eligible Human Services and Capital Projects: Spectrum Community Services' meal delivery program ranked first out of 31 applications, and its services are eligible for CDBG Public Services funding.
- HOME and LIHF Funding: All housing applications, except two, are recommended for funding. Front Porch Communities Foundation and Arukah ranked 24th and 30<sup>th</sup> out of 31 total applications, and their services overlap with established Tri-Valley providers. (ECHO Housing operates a home match program, Tri-Valley Haven provides transitional sheltering, and Goodness Village offers transitional housing and vocational training for homeless residents).

Phase One recommendations outlined in Table 2 are intended to align higher-scoring programs with eligible funding sources.

**Table 2: FY 2025/26 Recommended Phase One Funding Allocations**

<b>Recommended</b>	<b>Amount</b>	<b>Source of Funds</b>	<b>Commission Ranking (Taken from all scores for Phase One and Phase Two)</b>
<b>HUMAN SERVICES AND CAPITAL FUNDING</b>			
Spectrum Community Services: <i>Meals on Wheels</i>	\$55,000 <i>(\$55,000 request)</i>	CDBG Public Services	#1
<i>(*No CDBG-eligible applications for capital projects received)</i>	N/A	<i>CDBG Capital</i>	N/A
<b>TOTAL HUMAN SERVICES RECOMMENDATIONS</b>	<b>\$55,000</b>		

<b>HOUSING FUNDING</b>			
CityServe of the Tri-Valley <i>Homeless Outreach &amp; Crisis Stabilization Program</i>	\$80,000 <i>(\$80,000 request)</i>	LIHF	#3
Center for Independent Living (CRIL): <i>Housing &amp; Independent Living Skills</i>	\$16,000 <i>(\$16,000 request)</i>	LIHF	#6
Goodness Village: <i>Vocational Program</i>	\$30,000 <i>(\$30,000 request)</i>	LIHF	#8
Abode Services: <i>Rapid Re-Housing Program</i>	\$120,000 <i>(\$200,000 request)</i>	HOME  LIHF	#10  \$80,000 HOME funds for Tenant-based rental assistance  \$40,000 LIHF funds for case management/admin
Goodness Village: <i>Weatherproofing project</i>	\$17,000 <i>(\$17,000 request)</i>	LIHF	#11
Tri-Valley REACH: <i>Home Improvement, Maintenance, and Rehabilitation</i>	\$45,000 <i>(\$45,000 request)</i>	LIHF	#14
Centro Legal: <i>Tri-Valley Fair &amp; Secure Housing Project</i>	\$47,465 <i>(\$47,465 request)</i>	LIHF	#18
ECHO Housing: <i>Fair Housing for all Tenants and Property Owners</i>	\$40,000 <i>(\$40,000 request)</i>	LIHF	#19
<b>TOTAL HOUSING RECOMMENDATIONS</b>	<b>\$395,465</b>		

## **DISCUSSION**

At their March meeting, commissions will take the next critical step in the HHSG funding process by evaluating and scoring applications, a key milestone in determining funding allocations. Commissions will review 31 applications and rate them collectively. The process includes live spreadsheet adjustments for application ratings.

As all grant applications are submitted electronically via the ZoomGrants online grant management system and commissioners were able to review/rate the applications online, no printed materials have been distributed. *Commissioners are requested to print copies or bring digital versions of the applications if desired, and any project-specific notes to assist in the meeting discussion.*

## **EQUITY AND SUSTAINABILITY**

The HHSG program provides grant funds to nonprofit agencies to provide programs and services to benefit low-income Pleasanton residents, the unhoused or at risk of becoming unhoused, and those with special needs. These grant funds help vulnerable populations remain part of the Pleasanton community and provide them with needed support and assistance.

## **OUTREACH**

The HHSG grants process was publicized in Tri-Valley news outlets, with a mandatory virtual Zoom application workshop conducted in collaboration with staff from the cities of Dublin and Livermore. Applications for HHSG funding were solicited within the application period. Applicant agencies were invited to present their programs at a joint commission meeting and were informed of the schedule for each public meeting.

## **STRATEGIC PLAN ALIGNMENT**

This action advances the following Citywide goals and strategies: ONE Pleasanton Citywide Strategic Plan:

- *Building a Community Where Everyone Belongs*, Strategy 12 - streamline housing, human services, and community grant programs to increase program participation and access
- *Building A Community Where Everyone Belongs*, Strategy 3 - Implement high- priority items from the Library and Recreation Strategic Plan to continue to deliver activities and programs that meet the needs and interests of the community.
  - Library and Recreation Department Strategic Plan 2019-2024 (Attachment 6)  
*Goal A. Programs, Plans, and Services* – deliver exceptional programs and services that meet the needs and interests of the community.

## **FINANCIAL STATEMENT**

Projected funding for the City of Pleasanton Housing and Human Services Grant Program (HHSG) comes from four sources:

1. Community Development Block Grant (CDBG) – A federal program that supports community development by funding affordable housing, public services, and economic opportunities for low- and moderate-income residents
2. HOME Investment Partnerships Program (HOME) – Federal block grants provided to state and local governments for developing, purchasing, and rehabilitating affordable housing and offering rental assistance
3. City General Fund – Funds allocated through the Community Promotions account (#00199200) to support HHSG programs
4. Low-Income Housing Fund (LIHF) – City funds generated from developer fees,

designated to support affordable housing for low-income residents, address housing shortages, and ensure housing stability for vulnerable populations. LIHF funds operate in accordance with the City of Pleasanton Municipal Code. (Attachment 6).

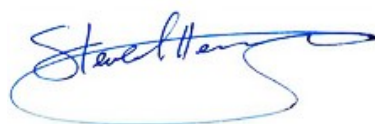
Estimated FY 2025/26 funding for each source is outlined in Table 3.

**Table 3: FY 2025/26 Projected HHSG Funding**

Source	Estimated Funding	Notes
CDBG: Public Services Administration Capital Projects	\$57,012 \$76,016 \$223,737	Projected CDBG Entitlement amount for FY 2025/26: \$380,083 15% cap on public services. 20% cap on program administration <i>This amount does not include the Section 108 Loan repayment amount of \$23,316.</i> <i>There were no applications for CDBG-eligible Capital Projects for the FY 2025/26 cycle.</i>
City General Fund (GF)		City funding has not been determined for the FY 2025/26 cycle.
HOME: Activities Administration	\$100,247 \$ 6,188	\$100,247 will be allocated to HOME-eligible activities, while \$6,188 will be allocated for administration.
LIHF	\$315,465	\$315,465 is the amount of LIHF recommended to be allocated to agencies for housing-related projects/programs.
<b>TOTAL ESTIMATED</b>	<b>\$778,665</b>	

**Housing and Human Services grant programs with allocations from the CDBG and HOME funds are contingent upon 2025/26 federal funding. Due to budget constraints, the City will be unable to backfill if federal funding is not allocated.**

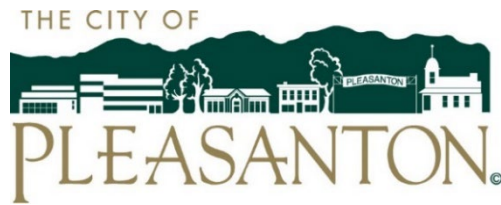
Prepared by:

Lia Bushong, Assistant Director of Library and Recreation  
Steve Hernandez, Housing Division Program Manager

Attachments:

1. Commission Evaluation Criteria
2. Commission Statement of Priorities
3. HHSO Application Packet
4. Commissioner Scoring
5. FY 2023-2024 CAPER Report with Agency Accomplishments
6. Pleasanton Municipal Code § 17.40.010
7. Presentation Housing and Human Service Grant Program



**Human Services Commission Evaluation Criteria for  
Review of Housing and Human Services Grant Program (HHSG) Applications  
for Fiscal Year 2025/26**

The Human Services Commission annually reviews and updates the Evaluation Criteria for the HHSG applications in preparation for the next grant cycle. The Evaluation Criteria address the needs, benefits, funding, and additional criteria, including organization and Human Services Commission priorities. This approach streamlines the application review for commissioners to help determine the best use of funds.

The Evaluation Criteria will guide the commission as they individually review grant applications.

***Commission Evaluation Criteria for Review of HHSG Applications for Fiscal Year 2025/26 Grant Cycle***

**1. NEED:**

- a. *There is a need for this activity/service*
- b. *The need has been clearly identified*
- c. *The data/information supplied by the agency shows how this activity/service will address the need*
- d. *The activity/service prevents or alleviates the identified problem*
- e. *The activity/service addresses a need identified in the [2024 Eastern Alameda County Human Services Needs Assessment](#).*

**2. BENEFIT:**

- a. *The applicant demonstrates clearly the number of Pleasanton residents who will benefit from the activity/service in relation to the level of funding requested from the City of Pleasanton*
- b. *The beneficiaries address an appropriate need*
- c. *The funding of this activity/service benefits low and very low income (rather than moderate income) residents. Greater consideration will be given to agencies which serve individuals from the lowest income categories*
- d. *The activity/service benefits impacted neighborhoods.*

**3. FUNDING:**

- a. *The request will provide lasting improvements and/or effects*
- b. *The request will maintain an existing activity/service that is in jeopardy*
- c. *The request will not supplant other funding already available but will enhance service*
- d. *The requested funds achieve an impact on the need*
- e. *The requested amount is commensurate with the expected accomplishment:*
  - i. *The cost per beneficiary is reasonable*
  - ii. *The activity is cost-effective.*
  - iii. *The effectiveness of the activity/service can be measured using well-defined performance measures that are clearly stated in the application*

- f. *Alternative Funding Sources:*
  - i. *The agency has been successful in obtaining supplemental ongoing funding from other sources*
  - ii. *When appropriate, the agency charges a fee and/or produces other income that may be used to support this activity/service*
  - iii. *The agency contributes to this activity/service*
  - iv. *There is evidence that the agency is receiving private and/or community financial support.*
- g. *Necessity of City Funding:*
  - i. *City funds are critical to carrying out this activity/service*
  - ii. *This activity/service is appropriate for City funding*
  - iii. *The activity/service reduces demands on other City resources*
  - iv. *There are no alternative funding sources*

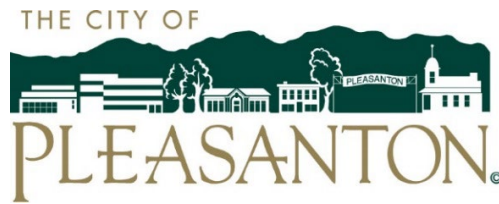
#### 4. **ADDITIONAL CRITERIA**

##### *Organization:*

- a. *The agency and/or its principal leadership has an established track record of good performance*
- b. *The agency is fiscally and ethically responsible for its programs*
- c. *The agency's goals for this activity/service are realistic and achievable*
- d. *The agency's overall guiding philosophy is consistent with this activity/service*
- e. *The agency collaborates with other non-profits and has a broad base of community support*
- f. *The agency's staffing is qualified and adequate to provide this activity/service in a timely manner*
- g. *The application is complete (in accordance with the application checklist provided).*
- h. *Consistency with City Housing and Community Development Policies: HUD [Alameda County HOME Consortium] Consolidated Plan and General Plan Housing Element*

##### *Project:*

- a. *The project takes into consideration transportation (e.g., incorporates or anticipates how clients will access the proposed programs or activities)*
- b. *The project is innovative and demonstrates service coordination*



**Human Services Commission  
Statement of Priorities for Fiscal Year 2025/26  
Housing and Human Services Grant (HHSG) Program**

The Human Services Commission annually develops a Statement of Priorities for the HHSG process. The Statement of Priorities addresses the most critical needs and barriers to service delivery in Pleasanton. Grant applicants must ensure their application describes how their proposal addresses at least one priority need and at least one service delivery area. (If not, applicants are requested to provide justification as to why the project should still be funded)

***Priorities identified by the Human Services Commission for the FY 2025/26 grant cycle:***

1. ***Priority Needs:*** *Projects addressing the following populations and/or program areas:*
  - *Disability Services and Access*
  - *Food and Nutrition*
  - *Health Care and Behavioral Health*
  - *Homelessness in the Tri-Valley*
  - *Senior Services*
  - *Service Provider Critical Initiatives*
  - *Workforce Development/Unemployment*
  - *Youth Services.*
  
2. ***Service Delivery:*** *Projects with an emphasis on the following areas:*
  - *Coordination and collaboration with other service providers, local nonprofits, and Tri-Valley Cities*
  - *Prevention (activities that help prevent a problem from emerging)*
  - *Self-Sufficiency (activities that promote self-reliance and reduce dependency on assistance programs and services).*



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# **Housing and Human Services Grant Program**

## **Application Packet**

### **Fiscal Year 2025/26**

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- Important Links and Application Tips
- Critical Dates for the Housing and Human Services Grant Program (HHSB)
- HHSB Goals and Priorities for FY 2025/26
- Human Services Commission Statement of Priorities
- Human Services Commission Evaluation Criteria
- Income Priorities and Restrictions
- Language Accessibility
- Eligible Activities and Objectives
- Application Submission and Review Process
- Information for Grant Recipients
- Federal Funding Definitions and Requirements

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# City of Pleasanton Housing and Human Services Grants (HHSB)

## Important Links

City of Pleasanton HHSB Program: <https://www.cityofpleasantonca.gov/our-government/housing/community-development-block-grant/#housing-and-human-services-grant>

Registration Page for the Tri-Valley Grant Application Workshop (Required):  
[https://cityofpleasanton.zoom.us/webinar/register/WN\\_nnqhw6X-RciqVGas5dOWYw#/registration](https://cityofpleasanton.zoom.us/webinar/register/WN_nnqhw6X-RciqVGas5dOWYw#/registration)

Online Application (Complete through ZoomGrants):  
<https://www.zoomgrants.com/zgf/TVHSG2526>

## Application Tips

- Start your grant application early.
- Describe how your agency's project addresses the HHSB priorities. This information will be used to evaluate the grant application. (If your agency applied for the same project last year, identify what differs from the prior cycle and how it meets this year's grant priorities.)
- If applying for a capital grant, provide information about the project, the project team, proposed financing sources, and the project schedule.
- Contact staff for questions/technical assistance at:  
[Housing@Cityofpleasantonca.gov](mailto:Housing@Cityofpleasantonca.gov)

**CITY OF PLEASANTON HOUSING AND HUMAN SERVICES GRANTS**  
**Critical Dates for Fiscal Year 2025/26**

<b>FY 2025/26 APPLICATION CYCLE</b>	
Application Released via ZoomGrants	November 25, 2024
VIRTUAL Grant Application Workshop via Zoom	December 4, 2024, 10:00 a.m.
Application Deadline via ZoomGrants	January 17, 2025, 4:00 p.m.
Human Services Commission review ( <i>Attendance is mandatory</i> )	February 11, 2025, 6:00 p.m.
City Council review of HHSG recommendations and Public Hearing for FY 2025/26 CDBG Action Plan	April 15, 2025, 7:00 p.m.

<b>FY 2025/26 TIMELINE AND SUB-RECIPIENT TIMELINES</b>	
Beginning of Fiscal Year/Grant Period	July 1, 2025
Agencies must have at least one invoice submitted by this date	December 31, 2025
First Semi-Annual Report due	January 15, 2026
Semi-Annual Labor Standards Report due for 10/1/25 to 3/31/26	April 15, 2026
Equipment Report due ( <i>if applicable</i> )	June 30, 2026
Monitoring Visits for FY 2025/26 Projects	July 2025 – June 2026
Last day to submit invoices for FY 2025/26	TBD (estimated July 15, 2026)
Second Semi-Annual / CAPER Reports due	July 15, 2026
MBE/WBE & Section 3 Reports due	July 15, 2026
Semi-Annual Labor Standards Report due for 4/1/26 to 9/30/26	October 15, 2026

Semi-Annual Labor Standards Report – *applies to capital projects only*

CAPER – Consolidated Annual Performance & Evaluation Report

MBE/WBE – Minority Business Enterprise/Women Business Enterprises (*applies to contracts \$10,000+*)

Section 3 Report – *applies to contracts of \$100,000+*

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## Housing and Human Services Grant (HHS) Program

The City of Pleasanton's Housing and Human Services Grant (HHS) program is funded through four separate funding sources, each with specific priorities and restrictions. The four funding sources are:

1. Federal Community Development Block Grant (CDBG) Funds
2. Federal HOME Investment Partnership Program (HOME) Funds
3. City Lower Income Housing Funds for Housing
4. City General Funds for Human Services (formerly "City Grant")

The following general policies apply to all funding sources within the HHS program:

- At least 75% of the program's participants must be low-income (80% or less of the Area Median Income, or AMI, defined later).
- All agencies receiving funding cannot discriminate in selecting clients or proselytizing when providing services.

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## HHS Goals and Priorities for FY 2025/26

All applications for HHS funding must meet at least one of the goals or priorities outlined in each of the following categories:

### **CATEGORY ONE: City of Pleasanton Consolidated Plan Goals**

1. Promote the construction and preservation of affordable rental housing
2. Promote the preservation of single-family homes through rehabilitation or minor home repair
3. Promote the preservation of rental housing through minor home repairs.
4. Provide direct financial assistance to income-eligible first-time homebuyers
5. Reduce housing discrimination through the provision of fair housing and landlord/tenant services
6. Fund and support homeless services programs to end homelessness
7. Increase the availability of service-enriched housing for persons with special needs by supporting the acquisition and new construction of housing units

8. Make improvements, including ADA accessibility, to public facilities, such as curbs/sidewalks, neighborhood parks and recreational improvements, and to nonprofit agency facilities
9. Fund economic development, micro-enterprise, and on-the-job training
10. Support public services programs for low-income residents, preserving safety net services for vulnerable families and individuals who are “in crisis”

### **CATEGORY TWO: U.S. Department of Housing and Urban Development (HUD) 2022-2026 Strategic Plan Goals**

1. Support Underserved Communities
2. Ensure Access to and Increase the Production of Affordable Housing
3. Promote Homeownership
4. Advance Sustainable Communities
5. Strengthen HUD’s Internal Capacity

### **CATEGORY THREE: U.S. Department of Housing and Urban Development (HUD) Policy Priorities**

1. Provide increased homeownership and rental opportunities for low and moderate-income persons, persons with disabilities, the elderly, minorities, and families with limited English proficiency
2. Improving the quality of life in our Nation’s communities
3. Encouraging accessible design features
4. Participation of minority-serving institutions in HUD programs
5. End chronic homelessness within ten years
6. Removal of barriers to affordable housing

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## **Human Services Commission Statement of Priorities**

The Human Services Commission annually develops a Statement of Priorities for the HHS process. The Statement of Priorities addresses the most critical needs and barriers to service delivery in Pleasanton. Grant applicants must ensure their application describes how their proposal addresses at least one Priority Need and at least one Service Delivery area. If not, applicants are requested to justify as to why the project should still be funded)

For the FY 2025/26 grant cycle, the commission prioritized its funding toward projects and/or programs that met the following general criteria:

**Priority Needs:**

- Disability Services and Access
- Food and Nutrition
- Health Care and Behavioral Health
- Homelessness in the Tri-Valley
- Senior Services
- Service Provider Critical Initiatives
- Workforce Development/Unemployment
- Youth Services

**Service Delivery:**

- Coordination and collaboration with other service providers, local nonprofits, and Tri-Valley cities
- Prevention (activities that help prevent a problem from emerging)
- Self-sufficiency (activities that promote self-reliance and reduce dependency on assistance programs and services)

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## **Human Services Commission Evaluation Criteria**

The Human Services Commission annually reviews and updates the Evaluation Criteria for the HHSG applications in preparation for the grant cycle. The Evaluation Criteria reflects the Human Services Commission's Statement of Priorities and guides the commission in reviewing and rating grant applications.

**Need (Rating Scale of 1-10)**

- There is a need for this activity/service.
- The need has been clearly identified.
- The data/information supplied by the agency shows how this activity/service will address the need.
- The activity/service prevents or alleviates the identified problem.

- The activity/service addresses a need identified in the [2024 Eastern Alameda County Human Services Needs Assessment](#).

### **Benefit (Rating Scale of 1-20)**

- The applicant demonstrates clearly the number of Pleasanton residents who will benefit from the activity/service in relation to the level of funding requested from the City of Pleasanton.
- The beneficiaries address an appropriate need.
- The funding of this activity/service benefits low and very low-income (rather than moderate-income) residents. Greater consideration will be given to agencies that serve individuals from the lowest income categories.
- The activity/service benefits impacted neighborhoods.

### **Organizational Strength and Capacity (Rating Scale of 1-10)**

- The agency and/or its principal leadership have an established track record of good performance.
- The agency is fiscally and ethically responsible for its programs.
- The agency's goals for this activity/service are realistic and achievable.
- The agency's guiding philosophy is consistent with this activity/service.
- The agency collaborates with other nonprofits and has a broad base of community support.
- The agency's staffing is qualified and adequate to provide this activity/service in a timely manner.

### **Funding (Rating Scale of 1-10)**

- The activity/service will provide lasting improvements and/or effects.
- The project will maintain an existing activity/service in jeopardy.
- The activity/service will not supplant other available funding but will enhance service.
- The requested funds achieve an impact on the need.
- The requested amount is commensurate with the expected accomplishment (The cost per beneficiary is reasonable, and the activity is cost-effective.)
- The effectiveness of the activity/service can be measured using well-defined performance measures that are clearly stated in the application.
- The agency has obtained supplemental ongoing funding from other sources, or when appropriate, the agency charges a fee and/or produces other income

that may be used to support this activity/service and contribute to it, or the agency receives financial support from private and/or community sources.

- The activity/service is appropriate for City funding, or this activity/service reduces demands on other City resources, or there are no alternative funding sources.

### **Policy Alignment (Rating Scale of 1-10)**

- Alignment with City Policies and Plans - City of Pleasanton Consolidated Plan Goals, General Plan Housing Element and ONE Pleasanton Strategic Plan FY 2023-2028
- Consistency with Federal and Regional Policies - U.S. Department of Housing and Urban Development (HUD) 2022-2026 Strategic Plan Goals and Policy Priorities

### **Human Services Commission Priorities (Rating Scale of 1-30)**

- Priority Needs: Disability Services and Access, Food and Nutrition, Health Care and Behavioral Health, Homelessness in the Tri-Valley, Senior Services, Service Provider Critical Initiatives, Workforce Development / Unemployment and Youth Services
- Service Delivery: Innovation, Service coordination and collaboration with other service providers, local nonprofits, and Tri-Valley cities.
- Prevention and Self-Sufficiency: Self-reliance, Reducing dependency on assistance programs and services.

### **Transportation and Access to Services (Rating Scale of 1-10)**

- The service/activity considers transportation by incorporating or anticipating how clients will access the proposed programs or activities.

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## Income Priorities and Restrictions

All HHSO projects must meet certain income requirements. At least 75% of the program's participants must be low-income (80% or less of AMI), as determined annually by U.S. Housing and Urban Development (HUD) for the Oakland-Fremont, CA Metro FMR Area.

Income limits are updated annually, and the most recent guidance is posted on the City of Pleasanton Housing Division webpage: (<https://www.cityofpleasantonca.gov/our-government/housing/community-development-block-grant/#housing-and-human-services-grant>).

The HUD website provides further guidance regarding determining participant income eligibility: <https://www.hudexchange.info/trainings/basically-cdbq/>

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## Language Accessibility

The City of Pleasanton promotes services that reflect Pleasanton's diverse community and address the language access needs of Limited English Proficient (LEP) residents. Executive Order 13166 requires all recipients of federal funding, including state, local and nonprofit agencies, to take "reasonable" steps to ensure meaningful access to services for LEP residents.

These steps include:

1. Development of a Language Access Plan (LAP) that identifies the LEP population in our community and ways in which language access will be provided; and
2. Provision of appropriate language assistance (e.g., translation of materials, staff training, interpreters, and coordination with other services/agencies for translation services).

Agencies may contact City staff if they have questions about providing appropriate language assistance to their clients.

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## Faith-Based Organizations

The City will accept and review HHSG applications from faith-based organizations that meet the application requirements and request funding for eligible activities as defined in this manual. The City will not provide special accommodation for faith-based groups and will consider their applications like secular agencies and non-profit organizations. The City will only allocate HHSG funding for projects that offer services on a nondiscriminatory basis.

For applications funded through HUD, please review CFR Title 24, Subtitle A, Part 5, Subpart A, § 5.109 Equal participation of faith-based organizations in HUD programs and activities:

<https://www.ecfr.gov/current/title-24/subtitle-A/part-5/subpart-A/section-5.109>.

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## Citizen Participation Plan

The City of Pleasanton adopted a [Citizen Participation Plan](#) in July 1996 (as required by HUD) to establish procedures for distributing and administering federal grant funds. The plan was updated in August 2019.

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## Eligible Activities and Objectives

### Community Development Block Grant (CDBG)

Each year, the City of Pleasanton receives an entitlement grant of federal Community Development Block Grant (CDBG) funds through the U.S. Department of Housing and Urban Development (HUD). As a CDBG entitlement jurisdiction since 1994, the City, to receive its annual CDBG funding allocation, enters into a contract with HUD to agree to implement the Housing and Community Development Act of 1974 and related CDBG program regulations in 24 CFR (Code of Federal Regulations) 570. All CDBG allocations are subject to the regulations detailed in OMB Circulars A-110 & A-122.

Information on the CDBG program is available on the HUD website:

<https://www.hudexchange.info/trainings/basically-cdbg/>.

All CDBG-funded activities must meet at least one of the National Objectives stated in 24 CFR 570.200(a)(2):

1. At least 70% of the program's participants must have low or moderate income.
2. The project must eliminate slums and blight as defined by HUD.
3. The project must meet an urgent need designated as an emergency (e.g., by the Pleasanton City Council).

CDBG funds may be used for activities that include, but are not limited to, per 24 CFR 570.201:

- Acquisition of real property
- Relocation and demolition
- Rehabilitation of residential or non-residential structures
- Construction of public facilities and improvements
- Public services (limited to 15% of the City's total CDBG grant), within certain limits
- Removal of architectural barriers that restrict the mobility or access of the elderly and/or persons with disabilities
- Publicly and privately owned buildings and facilities are eligible for funding

The following activities are ineligible for funding through CDBG (24 CFR 570.207):

- Buildings used for the general conduct of government
- General government expenses except to carry out the CDBG program
- Political or religious activities
- Purchase of equipment, including construction equipment, fire protection equipment unless an integral part of a public facility, and personal furnishing and property
- New housing construction except for land acquisition and other specific circumstances
- Income payments and other subsistence payments made to individuals or a family

## HOME Investment Partnership Program (HOME)

The City of Pleasanton participates with other Alameda County HOME Consortium jurisdictions to receive and administer federal HOME Investment Partnership (HOME) Program funds. The City receives its HOME funding allocation each year through Alameda County.

The Consortium adopted a Five-Year Consolidated Plan in May 2020 covering fiscal years 2020 through 2024 and will adopt an updated plan in 2025 for fiscal years 2025 through 2029. Participating jurisdictions update the Consolidated Plan with one-year Action Plans outlining resources and activities to be undertaken during the next fiscal year regarding housing and community development issues.

All HOME-funded activities must meet at least one of the National Objectives stated in Title 42, Chapter 130, Subchapter II, Section 202:

1. Expand the supply of affordable rental housing to very low and low-income persons and families.
2. Improve homeownership opportunities for very low and low-income persons and families.
3. Expand the capacity of nonprofit providers of lower-income housing.
4. Encourage private-sector participation in the development of lower-income housing.

Participating Jurisdictions, or PJs [e.g., the City of Pleasanton as a member of the Alameda County HOME Consortium], may choose among a broad range of eligible activities, per 24 CFR 92.205 and 92.206:

- Provide home purchase or rehabilitation financing assistance to eligible homeowners and new homebuyers
- Build or rehabilitate housing for rent or ownership or for "other reasonable and necessary expenses related to the development of non-luxury housing," including site acquisition or improvement, demolition of dilapidated housing to make way for HOME-assisted development, and payment of relocation expenses
- Provide tenant-based rental assistance contracts of up to two (2) years if such activity is consistent with their Consolidated Plan and justified under local market conditions

The PJs must ensure that HOME-funded housing units remain affordable in the long term (20 years for new construction of rental housing; 5-15 years for construction of homeownership housing and housing rehabilitation, depending on the amount of HOME subsidy). PJs have two years to commit funds (including reserving funds for CHDOs) and five years to spend the funding.

The following activities are ineligible for funding through HOME (24 CFR 92.214):

- Project reserve accounts or operating subsidies
- Tenant-based rental assistance in conjunction with a rental rehabilitation program or for a specific project
- Match for other federal programs except for McKinney Act funds
- Operations or modernization of public housing
- Acquisition of City-owned property
- Committing additional HOME funds after a project has been complete for over one year

### **Lower-Income Housing Funds (LIHF) for Housing**

Since 1978, the City of Pleasanton has charged an in-lieu fee from developers to address the need for affordable housing related to new growth (residential and commercial). The fees have been used to create a Lower-Income Housing Fund (LIHF) with the following established purposes:

- Creating new affordable lower-income and moderate-income housing to offset the impacts of new residential and commercial/office/industrial development on the City's housing stock
- Enabling the City to meet the portion of its lower-income and moderate-income housing needs as identified in the General Plan Housing Element, which cannot be adequately met through other measures such as inclusionary programs and market rate projects

In July 1994, the Pleasanton City Council adopted policies and guidelines for the use of the LIHF (Resolution No. 94-80). The use of the LIHF is subject to review and approval by the City Council to ensure consistency with the City's policies.

Eligible uses for the LIHF are summarized below:

#### Property Acquisition

- Purchase of land for new construction
- Purchase of existing housing units for conversion, redevelopment or rehabilitation
- Purchase of existing affordable housing units to preserve affordability

#### New Construction

- Payment of costs associated with the construction of new rental or ownership housing for very low or low-income households.
- Payment of costs associated with the construction of new ownership housing for moderate-income, first-time home buyer households.

#### Rehabilitation

- Projects or activities that increase the City's stock of low- and low-income rental and ownership housing.
- Projects or activities related to the physical maintenance of rental and ownership housing occupied by very low or low-income households.

#### Housing Counseling / Public Services related to housing

- Provide counseling and similar assistance to expand housing opportunities in Pleasanton for very low and low-income households (which must benefit at least 70% of low-income households).

#### Financial Activities

- Direct and indirect financial assistance to projects that provide affordable housing.
- Funding for a second mortgage and down payment assistance programs for low- and moderate-income households.

### **City General Funds for Human Services**

Since 1994, the City of Pleasanton has implemented an annual Human Services Grant Program to support nonprofit, community-based organizations through the City's General Fund. The program's objective was "to enhance the quality of life in Pleasanton." In 2009, the City Council approved changes to the City's grant process, moving the funding allocated for human services through the City grant program to the new Housing and Human Services Grant (HHSG) program.

The following general activities are eligible for City General Fund grants for human services:

- Seed Funding (New projects/programs)
- Capital Projects (Permanent or semi-permanent physical facility amenity)
- Operational Costs (Direct services only. *Administrative expenses are ineligible*)

Since the funding available through the City's General Fund is limited, priority is given to applications requesting one-time-only or matching funds that serve many Pleasanton residents.

To meet the City of Pleasanton's financial and accounting requirements, funded projects must have a start date not earlier than July 1, 2025. Projects must be completed by June 30, 2026, of the applicable fiscal year (i.e., funds cannot be expended before July 1 or after June 30).

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## **Application Submission and Review Process**

This section provides information on completing the City of Pleasanton's Housing and Human Services Grant (HHSG) application.

### **ZoomGrants Application**

All agencies applying for HHSG funding must submit a completed application through ZoomGrants, the online application submission system. The cities of Dublin, Livermore, and Pleasanton cities have collaborated to release a single Tri-Valley online application that applicants can complete to apply for each or all three cities.

### **Application Process**

The City makes every reasonable effort to inform the community of this funding opportunity and maintains an ongoing mailing list of interested parties. However, the City assumes no responsibility for informing all interested parties of this opportunity.

HHSG applications must be completed in their entirety to be considered for funding. The City reserves the right to reject incomplete and unresponsive proposals or deny

future funding to applicants who have been unresponsive in carrying out the grant requirements as stated by the City, the U.S. Department of Housing and Urban Development (HUD), and other regulatory agencies. This application opportunity solicits proposals only; no specific offer of contract or funding is implied. Costs incurred by the respondent in preparing and completing this application are not the City's obligation and may not be reimbursed through grant funds.

## **Application Review**

The Joint Human Services Commissions of Dublin, Livermore, and Pleasanton will hold a special meeting in February for applicants to attend. One representative of each agency applying for HHSG funds will be required to attend the meeting to represent the application. Each applicant will be given a specific time slot and approximately three minutes to present and receive questions from commissioners.

The City of Pleasanton's Human Services Commission will review HHSG applications and discuss funding allocations at the March regular meeting. The commission will evaluate project applications utilizing HHSG evaluation criteria and specific criteria for the federal CDBG and HOME programs. The commission will also consider each individual agency's performance for the current and prior fiscal years, including performance reports, agency performance in meeting the stated project goals, and timely use of prior funding allocations. The commission will discuss the applications and vote on a funding recommendation for consideration by the City Council.

The commission's funding recommendation will be submitted to the City Council for final review and approval, typically at one of the City Council's April meetings (i.e., the first or third Tuesday in April). While the City Council meeting is a public hearing and applicant agencies are welcome to attend and provide comments as applicable, no individual agency presentations are scheduled for the Council meeting. The final list of projects approved for HHSG funding from the four funding sources will be included in the City's annual HUD Action Plan, scheduled for review and approval by the City Council in April.

City staff will notify all applicant agencies regarding the disposition of applications and the final funding allocations.

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## **Grant Recipients**

### **HHSF Funding Contracts**

If your agency is awarded an HHSF grant, City staff will coordinate with the agency to execute an HHSF Funding Contract via DocuSign. A template of the HHSF contract can be provided upon request.

### **City Insurance Requirements**

The HHSF funding contract includes specific insurance requirements that each subrecipient agency must maintain throughout the fiscal year. The City Attorney will not sign the contracts unless acceptable proof of insurance is provided.

### **Environmental Review Requirements**

During the contract period, City staff will contact agencies funded with federal funds (i.e. CDBG and/or HOME funds) for specific project information to complete the required Environmental Review Record (ERR). The ERR must be completed by City staff before any federal funds can be disbursed. Funded agencies are requested to comply promptly with any requests for information.

### **HHSF Payments and Invoices**

Once both parties have executed the HHSF funding contract, the funded agency may proceed to encumber costs related to the HHSF funding, pursuant to the provisions in the contract and related HHSF program requirements. Agencies may not encumber costs or submit invoices before the start of the fiscal year (i.e., July 1<sup>st</sup>).

HHSF funds are issued on a reimbursement basis, and evidence that the agency has incurred the related expenses must be provided as backup documentation with each invoice.

Invoices are submitted through [ZoomGrants](#). The ZoomGrants invoice cover sheet should be accompanied by an appropriate backup document that provides evidence of the expenditures for which reimbursement is requested. Agencies should contact City staff for specific directions regarding required backup documentation.

Except for large capital projects, HHSG invoices should be submitted at least quarterly and no more frequently than monthly. The City's Finance Department issues payment checks weekly, on Fridays. In general, invoices submitted one week are generally paid the Friday of the following week (i.e., the turnaround time is generally 7-10 business days). Exceptions to this schedule must be arranged with HHSG staff.

## **HHSG Reporting Requirements**

HHSG grant recipients are required to submit two semi-annual reports through ZoomGrants. The first mid-term report, covering July through December, is due on January 15. The second mid-term report, covering January through June, is due on July 15. The information provided in the first mid-term report will be provided and reviewed by the Human Services Commission. The Human Services Commission reviews the second mid-term report as part of the HUD-required CAPER (Consolidated Annual Planning and Evaluation Report) process, which is further described below.

## **HHSG Year-End Program Evaluation and Monitoring**

Following the close of each fiscal year on June 30<sup>th</sup>, all HHSG grant recipients must submit information for the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER documents HHSG program accomplishments (particularly CDBG and HOME) for the prior fiscal year. The semi-annual reports submitted through ZoomGrants are compiled and used to complete the CAPER report narrative and tables that are submitted to HUD (via the Alameda County HOME Consortium) by September 30 of each year.

The draft CAPER is presented to the Human Services Commission annually at its September meeting (typically the first Wednesday). In addition to submitting the ZoomGrants semi-annual reports, agencies should be prepared to attend the meeting to provide a brief (e.g., 3-5 minute) summary of the prior year's accomplishments and answer any questions from the commission concerning grant performance.

Following the Human Services Commission meeting, City staff will finalize the CAPER report for submission to HUD (via the Alameda County HOME Consortium) by the September 30 deadline.

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## Federal Program Definitions and Requirements

This Application Packet references various federal requirements. While most of these requirements apply primarily to projects receiving federal funding (e.g., CDBG and HOME), the City follows the same general policies for HHSO projects that use only local funding sources.

The primary federal citations referenced in the HHSO program are listed below.

- *24 CFR Part 44 - Non-Federal Government Audit Requirements*  
Congress passed the Single Audit Act of 1984 to improve auditing and management for federal funds provided to state and local governments. Before the act, each federal agency had the authority to require an audit of each federally funded program or activity; there was no coordination among them, causing audit overlaps and organizational inefficiencies. For example, a state receiving funds from five different federal agencies could have been subjected to five different audits.
- *24 CFR Part 75 - Economic Opportunities for Low- And Very Low-Income Persons*  
The purpose of *Section 3 of the Housing and Urban Development Act of 1968* (12 USC 1701u) (Section 3) is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible and consistent with existing Federal, State and local laws and regulations, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.
- *24 CFR Part 570 - Community Development Block Grants*  
This part of the CFR describes in detail the policies and procedures applicable to the Community Development Block Grant entitlement grants program authorized under title I of the Housing and Community Development Act of 1974.
- *Davis-Bacon Act of 1931 - Payment of Prevailing Wages*  
The Davis-Bacon Act requires the payment of prevailing wage rates (which are determined by the U.S. Department of Labor) to all laborers and mechanics on Federal government and District of Columbia construction projects in excess of \$2,000. Construction includes alteration and/or repair, including painting and

decorating, of public buildings or public works. Most often, if Davis-Bacon wage rates apply to a HUD project it is because of a labor provision contained in one of HUD's "Related Acts" such as the U.S. Housing Act of 1937, the National Housing Act, the Housing and Community Development Act of 1974, the National Affordable Housing Act of 1990, and the Native American Housing Assistance and Self-Determination Act of 1996. The Related Acts are often referred to as the Davis-Bacon and Related Acts or DBRA. Agencies that are awarded HHSG funds from federal grant sources for a capital project may be required to comply with Davis-Bacon provisions requiring the payment of prevailing wages and should contact staff early in the project implementation process to discuss these requirements. A detailed binder and technical assistance are available to help meet the requirements. Additional information and guidance from the U.S. Department of Labor.

- *Indian Self Determination and Education Assistance Act*  
Signed into law in January 1975, this legislation completed a fifteen-year period of policy reform with regard to American Indian tribes. Passage of this law made self-determination, rather than termination, the focus of government action, reversing a thirty-year effort to sever treaty relationships with and obligations to Indian tribes.
- *OMB Circular A-110 - Uniform Administration Requirements*  
This Circular sets forth standards for obtaining consistency and uniformity among Federal agencies in the administration of grants to and agreements nonprofit organizations and similar institutions.
- *OMB Circular A-133 - Audits of States, Local Governments and Nonprofit Organizations*  
This Circular is issued pursuant to the Single Audit Act of 1984 and the Single Audit Act Amendments of 1996. It sets forth standards for obtaining consistency and uniformity among Federal agencies for the audit of States, local governments, and nonprofit organizations expending Federal awards.
- *OMG Circular A-122 - General Accounting Principles*  
This Circular establishes principles for determining the costs of grants, contracts, and other agreements with nonprofit organizations. The principles are designed to ensure that the federal government bears its fair share of costs except where restricted or prohibited by law.

- *Richard Nixon Memorandum About Government Patent Policy - August 23, 1971*  
This Presidential Policy Statement from August 23, 1971, implemented certain improvements that would provide clarification of the rights of States and municipal governments in inventions in which the Federal Government acquires a license (and related provisions).

**FY 2025/26 Grant Applications and Scoring Results:** Agencies Eligible for LIHF funding (Blue); HOME funding (Yellow); CDBG (Green); HOME + LIHF (Orange); City General Fund (White)

Organization Name/Application Title	Requested Amount	# Clients/ Households	Cost per Client/ Household	Votes	Commissioner Carlucci	Commissioner Litz	Commissioner Bedegi	Commissioner Hayes	Commissioner Powers	Commissioner Jaladi	Committee Average Score	Ranking
Spectrum Community Services: Meals on Wheels: More than a Meal	\$ 55,000	135	\$ 407	6 to 0	100	85	92	88	100	74	89.8	1
Open Heart Kitchen: Senior Meal Program	\$ 50,000	235	\$ 212	6 to 0	98	82	97	84	92	72	87.5	2
CityServe of the Tri-Valley: Homeless Outreach and Crisis Stabilization Program	\$ 80,000	92	\$ 869	6 to 0	100	76	91	93	88	74	87.0	3
CityServe of the Tri-Valley: Homeless Prevention and Crisis Stabilization Program	\$ 80,000	550	\$ 145	6 to 0	100	74	96	84	88	77	86.5	4
Tri-Valley Haven: Domestic Violence Services	\$ 60,000	80	\$ 750	6 to 0	97	67	88	94	74	72	82.0	5
Community Resources for Independent Living: Housing and Independent Living Skills	\$ 16,000	30	\$ 533	6 to 0	92	73	84	80	80	76	80.8	6
Tri-Valley Haven: Homeless and Family Support Services	\$ 60,000	565	\$ 106	6 to 0	93	69	83	94	72	73	80.7	7
Goodness Village: Building Independence, Vocational Skills, and Pathways to Stability	\$ 30,000	10	\$ 3,000	5 to 1	81	72	89	78	82	74	79.3	8
Axis Community Health: Supporting Axis' New Livermore Clinic	\$ 50,000	2,500	\$ 20	6 to 0	91	53	82	80	94	75	79.2	9
Abode Services: Tri-Valley Rapid Rehousing	\$ 200,000	10	\$ 20,000	6 to 0	83	77	86	74	82	69	78.5	10
Goodness Village: Home Preservation and Weatherproofing Project	\$ 17,000	10	\$ 1,700	5 to 1	92	75	84	74	63	79	77.8	11 (Tied)
Chabot-Las Positas Community College District dba Tri-Valley Career Center: Pathways to Employment	\$ 31,785	170	\$ 186	6 to 0	89	67	77	83	80	71	77.8	11 (Tied)
CALICO Center: Child Abuse Intervention (Pleasanton and Livermore)	\$ 11,000	20	\$ 550	5 to 1	95	60	80	89	69	64	76.2	13 (Tied)
Tri-Valley REACH, Inc.Home Improvement, Maintenance & Rehabilitation Projects	\$ 45,000	18	\$ 2,500	5 to 1	92	82	83	75	55	70	76.2	13 (Tied)
Chabot-Las Positas Community College District dba Tri-Valley Career Center: VITA Services	\$ 18,914	170	\$ 111	6 to 0	88	68	84	67	83	67	76.2	13 (Tied)
Hively: The Hive on Wheels: Mobile Family Resource Center	\$ 25,000	1,000	\$ 25	6 to 0	84	65	83	64	85	74	75.8	16
Assistance League of the Tri-Valley: Operation School Bell	\$ 5,000	50	\$ 100	4 to 2	93	66	83	58	91	55	74.3	17
Centro Legal de la Raza: Tri-Valley Fair and Secure Housing Project	\$ 47,465	25	\$ 1,898	5 to 1	87	68	72	82	55	70	72.3	18
Eden Council for Hope and Opportunity: Fair Housing for Tenants/ Property Owners	\$ 40,000	285	\$ 140	4 to 2	93	75	71	74	54	63	71.7	19
East Bay Innovations: Tri-Valley Roadmap to Affordable Housing	\$ 10,000	30	\$ 333	4 to 2	88	71	71	60	63	61	69.0	20
Mercy Retirement and Care Center: Mercy Brown Bag Program	\$ 50,000	300	\$ 166	5 to 1	88	33	68	76	72	73	68.3	21
Legal Assistance for Seniors: Legal Services, Medicare Counseling & Education	\$ 10,000	9	\$ 1,111	5 to 1	87	53	71	69	55	71	67.7	22
Culinary Angels: Nutritious Meals for Cancer Patients and Caregivers	\$ 10,000	28	\$ 357	4 to 2	82	55	71	71	55	65	66.5	23
Front Porch Communities Foundation: Home Match	\$ 25,000	8	\$ 3,125	4 to 2	82	50	76	72	42	72	65.7	24
Partners for Change: Tri-Valley Road Map to Affordable Housing	\$ 15,000	24	\$ 625	5 to 1	88	43	71	69	50	68	64.8	25
Love Never Fails: Therapeutic Outreach Network	\$ 10,000	150	\$ 66	5 to 1	81	45	80	67	27	78	63.0	26
Bay Area Community Health: Healthcare Express Mobile Medical Unit	\$ 160,000	40	\$ 4,000	4 to 2	70	59	50	65	60	73	62.8	27
Lions Center for the Visually Impaired: Independent Living Skills for Blind and Visually Impaired Adults	\$ 15,000	25	\$ 600	3 to 3	80	41	64	58	44	73	60.0	28
Senior Health Program: Senior Health	\$ 50,000	110	\$ 454	1 to 5	67	30	52	67	40	62	53.0	29
Arukah: Tri-Valley Housing and Human Services Grant	\$ 10,000	2	\$ 5,000	3 to 3	54	54	21	69	44	66	51.3	30
SEWA International: C.A.L.M. (Cultivating Acceptance Love and Mindfulness)	\$ 50,000	350	\$ 142	0 to 6	71	30	54	50	12	55	45.3	31
<b>TOTAL REQUESTS</b>	<b>\$ 1,337,164</b>											

Table P-2a:								
City of Pleasanton FY 2023/24 CAPER - HHS Grant Program Accomplishment Data								
Agency	Program	Funding		Accomplishments / Project Status	Performance Measures			Persons/ Households Assisted
		Budget	Remaining Balance as of June 30		Objective	Outcome	Indicator	
Abode Services	Tri-Valley Housing Rapid Re-Housing Program	\$120,000	\$2,690	The Abode Services' Rapid Re-housing Program served 6 households (10 persons) in FY 2023/24.	Decent Affordable Housing	Affordability	Tenant-Based Rental Assistance	10
Assistance League of Amador Valley	Clothing the Children	\$2,500	\$0	77 Pleasanton students received new school clothing and shoes.	Suitable Living Environment	Availability/ Accessibility	Public Service	77
Axis Community Health	Triage Nurse	\$11,000	\$0	The Triage Nurse program served 1,921 Pleasanton patients.	Suitable Living Environment	Availability/ Accessibility	Public Service	1,921
CALICO Center	Pleasanton Child Abuse Intervention	\$5,000	\$0	CALICO conducts child abuse forensic interviewing and family support services for Pleasanton child abuse victims and caretakers. Children are referred primarily by the Pleasanton Police Department. From July 1, 2023 through June 30, 2024 CALICO served a total of 21 unduplicated clients (13 children and 8 caregivers) in Pleasanton.	Suitable Living Environment	Availability/ Accessibility	Public Service	21
Centro Legal de la Raza	Tri-Valley Fair and Secure Housing Project	\$46,628	\$10,031	Centro Legal provided legal consultation to 7 tenants and legal representation to 5 tenants in Pleasanton.	Suitable Living Environment	Availability/ Accessibility	Public Service	12
Chabot-LP CCD / Tri-Valley Career Center	Pleasanton Pathways to Employment	\$8,000	\$0	The Tri-Valley Career Center assists Pleasanton and Tri-Valley residents in their job search. 190 Pleasanton job seekers were served in FY 2023/24.	Suitable Living Environment	Availability/ Accessibility	Public Service	190
Chabot-LP CCD / Tri-Valley Career Center	Pleasanton VITA Services	\$6,000	\$0	The Volunteer Income Tax Assistance (VITA) provides local access to federal free preparation service for the low-income residents of the Tri-Valley. In FY 2023/24, VITA provided free tax preparation services to 168 Pleasanton residents.	Suitable Living Environment	Availability/ Accessibility	Public Service	168
CityServe of the TriValley	Homelessness Prevention and Family Stabilization Program	\$60,000	\$0	CityServe's Homeless Prevention Program provides needed services for extremely low, very low, and low income Pleasanton residents/families in various situations causing jeopardy to their housing security and household stability. In FY 2023/24, CityServe assisted 550 Pleasanton residents.	Suitable Living Environment	Availability/ Accessibility	Public Service	550
CityServe of the TriValley	Homeless Intervention and Crisis Stabilization Program	\$80,000	\$0	CityServe's Homeless Intervention Program provides services and resources to chronically homeless unsheltered Pleasanton residents. In FY 2023/24, CityServe assisted 99 Pleasanton residents to move from crisis to stabilization.	Suitable Living Environment	Availability/ Accessibility	Public Service	99
CRIL	Housing & Independent Living Services	\$15,000	\$0	CRIL's Housing & Independent Living Services provided, through virtual platforms, income-eligible Pleasanton residents who have a disability with one or more independent living skills training, such as device lending and travel training, to improve their level of independence. In FY 2023/24, 20 Pleasanton residents with disabilities were provided assisted.	Suitable Living Environment	Availability/ Accessibility	Public Service	20

Table P-2a:								
City of Pleasanton FY 2023/24 CAPER - HHS Grant Program Accomplishment Data								
Agency	Program	Funding		Accomplishments / Project Status	Performance Measures			Persons/ Households Assisted
		Budget	Remaining Balance as of June 30		Objective	Outcome	Indicator	
ECHO Housing	Housing Counseling Services	\$40,000	\$1,644	In FY 2023/24, ECHO Housing served 307 Pleasanton client households including Fair Housing Services to 44 clients; Systematic Fair Housing Audits to 10 clients; Tenant/Landlord Counseling and Mediation to 234 clients; Homeseeking Program assistance to 4 clients; and Rental Assistance Program to 14 clients; and Shared Housing to 1 client.	Suitable Living Environment	Sustainability	Public Service	307
Goodness Village	Tiny Homes	\$57,720	\$0	In FY 2023/24, 9 Pleasanton formerly unsheltered individuals retained supportive housing and are receiving wrap around services for mental health, vocational skill building, and daily living support at Goodness Village.	Suitable Living Environment	Sustainability	Public Service	9
Habitat for Humanity	City of Pleasanton Housing Rehabilitation Program	\$80,000	\$286	In FY 2023/24, 4 Pleasanton low-income homeowners received grants to complete critical health and safety repairs.	Decent Affordable Housing	Sustainability	Owner Occupied Units	4
Hively	Hively Family Resource Center	\$6,000	\$0	The Hively Family Resource Center in Dublin is a one-stop shop for families to obtain all basic necessities, including a month supply of diapers, baby wipes, adult and children clothing, interview attire, shoes, toys, food, and household items. In FY 2023/24, Hively assisted 625 Pleasanton households.	Suitable Living Environment	Availability/ Accessibility	Public Service	625
Hively	Workforce Development - Additional Childcare Spaces	\$8,000	\$0	This program assisted prospective and new child care providers with the child care licensing process, application, and requirements. In FY2023/24, this program successfully helped develop 4 new family child care home businesses in Pleasanton, resulting in 32 child care spaces for the Tri-Valley. This program assisted 101 Pleasanton clients.	Suitable Living Environment	Availability/ Accessibility	Public Service	101
Hope Hospice, Inc	Grief Support Services and Volunteer Support Services	\$2,500	\$0	The Grief Support Program provides a range of grief support services for families who have experienced the loss of a loved one. The program provided grief support to 118 Pleasanton residents in FY 2023/24.	Suitable Living Environment	Availability/ Accessibility	Public Service	118
Legal Assistance for Seniors	Legal & Supportive Services, Medicare Counseling, Education for Pleasanton Seniors	\$5,000	\$0	In FY 2023/24, the program provided free legal assistance to 14 low-income Pleasanton seniors and a total of more than 93 hours of direct legal service.	Suitable Living Environment	Availability/ Accessibility	Public Service	14
Open Heart Kitchen	Senior Meal Program	\$44,000	\$0	The Senior Meals Program provides nutritious, prepared meals to community members aged 60 and above at three Tri-Valley locations. Every week day, lunch is served at the Pleasanton Senior Center. In FY 2023/24, 390 Pleasanton seniors were served.	Suitable Living Environment	Availability/ Accessibility	Public Service	390
Partners for Change Tri-Valley	Education and Mentorship Program for Poverty Alleviation	\$3,000	\$0	This program uses transformative, research-based curriculum to provide weekly education classes and mentorship to 16 Pleasanton residents to empower them to navigate their way out of poverty and into self-sufficiency. The classes are in-person at Goodness Village and online Zoom classes.	Suitable Living Environment	Availability/ Accessibility	Public Service	16
Spectrum Community Services	Meals on Wheels , More than a meal	\$51,552	\$0	In FY 2022/23, Spectrum provided 24,256 meals as well as safety checks to 179 Pleasanton homebound seniors and disabled adults.	Suitable Living Environment	Availability/ Accessibility	Public Service	179

<b>Table P-2a:</b>								
<b>City of Pleasanton FY 2023/24 CAPER - HHS Grant Program Accomplishment Data</b>								
Agency	Program	Funding		Accomplishments / Project Status	Performance Measures			Persons/ Households Assisted
		Budget	Remaining Balance as of June 30		Objective	Outcome	Indicator	
Sunflower Hill	Sunflower Hill at Irby Ranch Program Support	\$5,000	\$0	City funds were used to support independent living for residents at Sunflower Hill at Irby Ranch, an affordable housing community for people with intellectual and developmental disabilities. In FY 2023/24, exceptional programming which included cooking classes were provided to 17 Irby Ranch residents.	Suitable Living Environment	Availability/ Accessibility	Public Service	17
Sunflower Hill	Sunflower Hill Program Support for Adults with Developmental Disabilities	\$5,000	\$0	Sunflower Hill's Hands-On Garden Group Program provide a medium for education, therapeutic, and life skills training for adults and teens with intellectual and developmental disabilities at the 1-acre Sunflower Hill Gardens farm. In FY 2023/24, the program served 54 Pleasanton residents.	Suitable Living Environment	Availability/ Accessibility	Public Service	54
Tri-Valley Haven	Counseling and Legal Services	\$9,000	\$0	Tri-Valley Haven's Behavioral Health Care Program continues to provide intakes, assessments, crisis intervention and in-person individual and group counseling for adults, teens, and children in the Pleasanton community who have been impacted by sexual assault, domestic violence, homelessness and poverty. In FY 2023/24, 67 Pleasanton clients were assisted.	Suitable Living Environment	Availability/ Accessibility	Public Service	67
Tri-Valley Haven	Tri-Valley Haven Food Pantry	\$28,107	\$0	The Food Pantry continues to provide free food and personal necessities to low-income, homeless, and "at risk of becoming homeless" Tri-Valley residents. The pantry served 830 unduplicated Pleasanton residents in FY 2023/24.	Suitable Living Environment	Availability/ Accessibility	Public Service	830
Tri-Valley Haven	Shiloh Domestic Violence Shelter and Services	\$7,000	\$0	Shiloh provides safe shelter and supportive services for survivors of domestic violence and their children. In FY 2023/24, Shiloh provided services and shelter to 4 Pleasanton residents.	Suitable Living Environment	Availability/ Accessibility	Public Service	4
Tri-Valley Haven	Shiloh Rebuild	\$250,000	\$250,000	While this capital improvement project has not yet broken ground in FY2023/24, Tri-Valley Haven still assisted 4 Pleasanton residents who are victims of domestic and sexual violence.	Suitable Living Environment	Availability/ Accessibility	Capital Improvement	4
Tri-Valley Haven	Sojourner House Homeless Shelter Program	\$8,000	\$0	Sojourner House continues to provide homeless clients (women, women with children, two parent families with children, and men with children) with shelter and support services. Program participants are offered up to 6 months of shelter residency. In FY 2023/24, 41 adults and 20 children, including 9 adults from Pleasanton, were provided with shelter and support services.	Suitable Living Environment	Availability/ Accessibility	Public Service	9
Tri-Valley REACH	Home Improvement Projects, Repair, and Maintenance	\$40,000	\$0	Tri-Valley REACH installed new HVAC systems in 3 Pleasanton properties and upgraded the flooring at 1 Pleasanton property. In FY 2023/24, 16 Pleasanton clients were assisted.	Suitable Living Environment	Affordability	Infrastructure and Public Service	16
<b>TOTAL:</b>		<b>\$1,004,007</b>	<b>\$264,651</b>	<i>(includes FY2023/24 CDBG, HOME, City General Funds, and City Housing Funds)</i>				<b>5,832</b>
							<b>Housing Clients</b>	<b>477</b>
		\$83,724		Administration (CDBG & HOME)				
		\$24,282		HUD Section 108 Loan Repayment				
		<b>\$1,112,013</b>		<b>Total</b>				

**Table P-2b:**  
**City of Pleasanton FY 2023/24 CAPER - HHS Grant Program Demographic Data**

Agency	Target number of clients to be served	Number of Persons Assisted																				TOTAL
		Income				Racial Categories											Household Characteristics					
		Ext Low Income (<30% AMI)	Very Low Income (50% AMI)	Low Income (80% AMI)	Other Income (>80% AMI)	White	Black or Afr Am	Asian	Am Ind or Alaska Native	Native Hawn or Other Pac Is	Am Ind Alaska Nat + White	Asian + White	Black or Afr Am + White	Am Ind Alaska Nat + Afr Am	Other Multi-Racial	Hispanic Ethnicity	Senior (62+)	People with Disabilities	Female Head of Household	Youth	Homeless	
Abode Services (Rapid Re-Housing Program)	6	5	3	1	1	4	4	0	0	0	0	0	0	0	2	1	1	1	0	0	10	10
Assistance League of Amador Valley (Clothing the Children)	150	76	0	0	1	76	1	0	0	0	0	0	0	0	0	76	0	0	0	77	0	77
Axis Community Health (Triage Nurse)	2,566	1509	80	124	208	1,594	12	72	3	0	0	0	0	0	240	1,511	495	97	47	266	20	1,921
CALICO Center (Pleasanton Child Abuser Intervention)	22	6	4	7	4	13	0	2	0	4	0	0	0	0	2	5	0	0	3	13	0	21
Centro Legal de la Raza (Fair & Secure Housing Project)	30	7	4	0	1	5	3	0	0	0	0	0	0	0	4	3	1	1	4	1	0	12
Chabot-LP CCD - Tri-Valley Career Center (Pleasanton Pathways to Employment)	365	22	18	34	116	11	6	15	0	0	0	0	1	157	4	4	0	9	0	0	0	190
Chabot-LP CCD - Tri-Valley Career Center (Pleasanton VITA Services)	165	105	38	20	5	58	8	30	1	2	0	27	0	0	42	0	44	0	16	22	2	168
CityServe of the TriValley (Homelessness Prevention)	621	447	52	32	19	211	52	98	1	2	1	0	3	0	182	90	16	8	14	5	82	550
CityServe of the TriValley (Homeless Intervention)	205	94	3	2	0	44	18	3	2	0	1	0	0	0	31	16	23	17	20	2	99	99
CRIL (Housing & Independent Living Services)	30	13	6	1	0	13	3	4	0	0	0	0	0	0	0	0	2	20	5	2	3	20
ECHO Housing (Housing Counseling Services)	305	42	217	48	0	170	59	29	4	7	4	0	0	0	34	67	28	12	147	0	0	307
Goodness Village (Tiny Homes)	7	9	0	0	0	9	0	0	0	0	0	0	0	0	2	4	9	2	0	0	9	9
Habitat for Humanity (Housing Rehabilitation Program)	3	1	2	1	0	3	0	0	1	0	0	0	0	0	0	0	4	1	4	0	0	4
Hively (Family Resource Center)	46	410	105	60	50	280	95	50	0	0	0	15	0	0	185	370	35	61	76	8	54	625
Hively (Workforce Development - Additional Childcare Spaces)	5	26	23	30	22	45	3	7	0	0	0	0	0	0	46	34	0	0	99	0	0	101
Hope Hospice, Inc (Grief Support & Volunteer Services)	370	0	0	0	118	23	2	1	2	0	0	0	0	0	90	0	80	0	0	25	0	118
Legal Assistance for Seniors (Legal & Supportive Services for Pleasanton Seniors)	270	6	6	0	2	7	1	1	0	1	0	0	0	0	4	3	10	6	6	0	0	14
Open Heart Kitchen (Senior Meal Program)	700	253	55	37	45	201	8	160	9	0	0	2	1	0	9	40	670	87	135	0	5	390
Partners for Change Tri-Valley (Education and Mentorship Program for Poverty Alleviation)	10	7	9	0	0	10	5	0	0	1	0	0	0	0	0	6	3	0	15	0	4	16
Spectrum Community Services (Meals on Wheels)	135	89	57	6	27	131	4	35	0	1	0	0	0	0	8	12	178	184	72	0	0	179
Sunflower Hill (Sunflower Hill Program Support at Irby Ranch)	50	0	0	17	0	14	0	3	0	0	0	0	0	0	0	0	0	17	0	0	0	17
Sunflower Hill (Sunflower Hill Program Support)	50	0	0	54	0	3	1	7	0	0	0	0	0	0	43	2	0	54	0	0	0	54
Tri-Valley Haven (Counseling and Legal Services)	10	50	5	10	2	38	7	10	0	0	0	0	0	0	12	10	0	4	27	0	11	67
Tri-Valley Haven (Food Pantry)	600	585	240	2	3	363	46	310	0	6	0	0	0	0	105	177	172	15	113	0	12	830
Tri-Valley Haven (Shiloh DV Shelter & Services)	2	4	0	0	0	0	0	2	0	0	0	0	0	0	2	0	0	0	2	0	4	4
Tri-Valley Haven (Shiloh Rebuild)	45	4	0	0	0	0	0	2	0	0	0	0	0	0	2	0	0	0	2	0	2	4
Tri-Valley Haven (Sojourner House)	2	9	0	0	0	1	3	0	0	0	0	0	0	0	5	1	0	0	5	0	9	9
Tri-Valley REACH (Home Improvement Projects/Repairs/Maintenance)	16	16	0	0	0	14	0	2	0	0	0	0	0	0	0	1	0	16	0	0	0	16
<b>TOTAL:</b>		<b>3,795</b>	<b>927</b>	<b>486</b>	<b>624</b>	<b>3,341</b>	<b>341</b>	<b>843</b>	<b>23</b>	<b>24</b>	<b>6</b>	<b>44</b>	<b>5</b>	<b>0</b>	<b>1,205</b>	<b>2,431</b>	<b>1,770</b>	<b>610</b>	<b>823</b>	<b>421</b>	<b>208</b>	<b>5,832</b>
<i>(percent)</i>		<i>65%</i>	<i>16%</i>	<i>8%</i>	<i>11%</i>	<i>57%</i>	<i>6%</i>	<i>14%</i>	<i>0%</i>	<i>0%</i>	<i>0%</i>	<i>1%</i>	<i>0%</i>	<i>0%</i>	<i>21%</i>	<i>42%</i>	<i>30%</i>	<i>10%</i>	<i>14%</i>	<i>7%</i>	<i>9%</i>	<i>100%</i>

CHAPTER 17.40  
**AFFORDABLE HOUSING FEES**

**§ 17.40.010. Purpose.**

An affordable housing fee (previously known as the lower-income housing fee) is established as set forth in this chapter in order to assist in meeting the affordable and moderate-income housing goals as established in the general plan.

(Ord. 1488 § 1, 1990; Ord. 2192 § 2, 2019; Ord. 2287, 12/3/2024)

**§ 17.40.020. Definitions.**

As used in this chapter:

"Commercial office or industrial development project" means any construction of a new commercial, office or industrial structure, the addition to any existing commercial, office or industrial structure, or the conversion of an existing commercial, office or industrial structure to a use classification capable of employing additional employees.

"Housing Unit, lower-income" means a new or rehabilitated unit to be made available at a sales price or rental cost affordable to a household whose income does not exceed 80 percent of the area median income, as those terms are defined in Chapter 17.44.

"Housing Unit, moderate-income" means a new or rehabilitated unit to be made available at a sales price or rental cost affordable to a household whose income is more than 80 percent of the area median income, but does not exceed 120 percent of the area median income, as those terms are defined in Chapter 17.44.

"Rehabilitated unit" means any housing unit not meeting Uniform Building Code requirements for occupancy which is improved so as to meet those requirements.

"Residential development project" means the construction of a new housing unit.

(Ord. 1488 § 1, 1990; Ord. 2192 § 2, 2019; Ord. 2287, 12/3/2024)

**§ 17.40.030. Affordable housing fee required.**

- A. All residential and commercial office or industrial development projects not otherwise exempt shall pay an affordable housing fee as established by separate city council resolution and which fee shall be set forth in the city's master fee schedule, as amended.

If additional floor area is constructed for, or converted to, commercial, industrial or office use, the fee shall be applicable only to the square footage of the floor area added or to that portion of the square footage of the floor area converted for which the fee has not been paid.

- B. The city council may adjust the fee in consideration of on-site programs promoting lower-income housing such as the dedication of land suitable for lower-income housing, or in conjunction with an alternative compliance proposal made as part of an affordable housing proposal in accordance with Chapter 17.44.

(Ord. 1488 § 1, 1990; Ord. 2192 § 2, 2019; Ord. 2287, 12/3/2024)

**§ 17.40.040. Exemptions.**

- A. The following are exempt from the affordable housing fee:
1. All units within a residential development project when the project has a minimum of 15 percent deed-restricted lower-income housing units;
  2. Those lower-income housing units in a residential development project with less than 15 percent deed-restricted lower-income housing units;
  3. Deed-restricted moderate-income housing units in residential development projects;
  4. Second units and accessory dwelling units and junior accessory dwelling units as those terms are used in Section 66313 of the Government Code and Chapter 18.106;
  5. Reconstruction or other new development on a site when such reconstruction replaces an equal number of square feet of floor area, as defined in the Uniform Building Code, when the use is similar, and when such reconstruction occurs within two years from the time the previous structure on the site was demolished;
  6. Facilities used exclusively for religious purposes as defined in California Revenue and Taxation Code Section 207.
- B. The project developer shall enter into a regulatory agreement with the city in order for a project to qualify for an exemption by the inclusion of lower-income or moderate-income housing units.  
(Ord. 1488 § 1, 1990; Ord. 2192 § 2, 2019; Ord. 2287, 12/3/2024)

**§ 17.40.050. Reduction of fee—Commercial, office or industrial project.**

- A. The city council may reduce the required fee for a commercial, office or industrial development project when the project developer can demonstrate: (1) that the proposed use will generate substantially fewer workers than the uses which have established the fee; and (2) that the building design is unable to house another use without substantial renovation. Examples of such uses are public utility facilities, exclusive storage buildings, etc.
- B. In the event such buildings are renovated to house another use, the fee then applicable shall be due at that time.  
(Ord. 2287, 12/3/2024)

**§ 17.40.060. Commercial, office or industrial projects—Construction of lower-income housing.**

Commercial, office or industrial development projects may construct lower-income housing to fulfill the requirements of this chapter in accordance with this section, and with the applicable provisions of Section 17.44.040.

- A. Lower-income housing proposed to offset the requirements of this chapter must be proposed in conjunction with the commercial, office or industrial development project which would give rise to the fee and must be approved by the city council in offsetting otherwise required affordable housing fees.
- B. For lower-income housing constructed on lands designated for other than residential

development in the general plan as of the effective date of the ordinance codified in this chapter, the project developer shall be given a credit, for purposes of offsetting the affordable housing fee otherwise required, in an amount established by separate city council resolution and which credit amount shall be set forth in the city's master fee schedule, as amended.

- C. For lower-income housing constructed on lands designated for residential development in the general plan as of the effective date of the ordinance codified in this chapter, for each lower-income housing unit constructed beyond 15 percent of the residential development project, the project developer shall be given a credit for purposes of off-setting the affordable housing fee otherwise required, in an amount established by separate city council resolution and which credit amount shall be set forth in the city's master fee schedule, as amended.
- D. In the event the lower-income housing constructed by the developer of a commercial, office or industrial development project creates an offset of the affordable housing fee greater than the total fee required by the development project, the developer may apply the difference to other sites then owned by the developer. This transfer shall be so noted in the regulatory agreement accompanying the project.

(Ord. 1488 § 1, 1990; Ord. 2192 § 2, 2019; Ord. 2287, 12/3/2024)

#### **§ 17.40.070. Annual adjustment of the fee.**

The affordable housing fee shall annually be revised effective January 1st of each year, commencing on January 1, 1992, by the percentage increase or decrease in the Engineering News Record Consumer Construction Cost Index for the San Francisco Bay Area.

(Ord. 1488 § 1, 1990; Ord. 2192 § 2, 2019; Ord. 2287, 12/3/2024)

#### **§ 17.40.080. Establishment of affordable housing fund.**

- A. All fees generated pursuant to this chapter shall be deposited into the affordable housing fund, and any property interest or other value contributed, including interest earned by the fund, shall be segregated and used exclusively for the purposes provided for herein.
- B. The city manager shall make a written annual report to the city council regarding the administration of the affordable housing fund.

(Ord. 1488 § 1, 1990; Ord. 2192 § 2, 2019; Ord. 2287, 12/3/2024)

#### **§ 17.40.090. Use of affordable housing fund.**

- A. Any monies generated by this chapter shall be used in accordance with and in support of activities to administer and implement the city's adopted housing element and other policies and programs specifically related to affordable housing as may be approved or authorized by the city council. Activities may include, but are not limited to, land acquisition, construction, rehabilitation, subsidization, and counseling or assistance to other governmental entities, private organizations, or individuals to expand housing opportunities to lower-income households.
- B. Monies in the affordable housing fund may be disbursed, hypothecated, collateralized, or otherwise employed for the purposes set forth herein. These purposes include, but are not limited to, assistance to housing development corporations, equity participation loans, grants,

development loan funds, participation leases, loans to develop affordable housing or other public/private partnership arrangements. The affordable housing fund may be used for the benefit of both rental or owner-occupied housing.

- C. When the city uses affordable housing fund monies to construct or assist in the construction of lower-income units, the city may establish the rules which will apply to occupancy of said units. It is the intention of this chapter and the general plan that such units be made available on a priority basis to Pleasanton residents and workers.
- D. The city council may use affordable housing fund monies for moderate-income housing as determined necessary and desirable to meet general plan goals and policies.  
(Ord. 1488 § 1, 1990; Ord. 2192 § 2, 2019; Ord. 2287, 12/3/2024)


**§ 17.40.100. Time of payment.**

Affordable housing fees shall be paid at the time of issuance of a building permit for the residential unit and/or for the commercial, office or industrial development project giving rise to the fee, unless otherwise determined by the city.

(Ord. 1488 § 1, 1990; Ord. 2192 § 2, 2019; Ord. 2287, 12/3/2024)

# Housing and Human Services Grant Program: Review and Recommendations

Human Services Commission  
March 5, 2025



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## Housing and Human Services (HHS) Program: FY 2023/24

Housing and Human Services Grant Program

Persons served: <b>5,832</b>
Persons experiencing homelessness who were served: <b>208</b>
Agencies receiving grant funding: <b>19</b>



Fiscal Year	Persons Served
FY 22/23	3,350
FY 23/24	5,832

74%  
Year-over-year increase



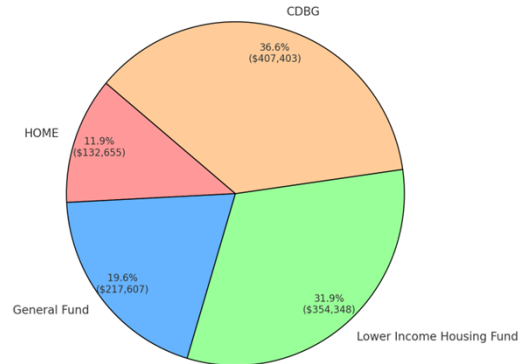
2

# Housing and Human Services (HHS) Program: Funding Sources

The City of Pleasanton's Housing and Human Services Grant (HHS) program is funded through four separate funding sources, each with specific priorities and restrictions:

1. Federal Community Development Block Grant (CDBG) Funds: ~\$380,000 annually
2. Federal HOME Investment Partnership Program (HOME) Funds: ~\$120,000 annually
3. City Lower Income Housing Funds (LIHF): ~\$300,000 annually
4. City General Funds for Human Services grants: ~\$247,000

FY24 Funding Sources for Pleasanton HHS Program (Final Updated Totals)



Source: FY 2023/24 CAPER Report to Human Services Commission, September 4, 2024



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## HHS Process for FY 2025/26

- November 2024 – January 2025: HHS Application Period for FY 2025/26 grant cycle
- January 2025 – February 2025: Commissioner Grant Application Scoring in ZoomGrants
- February 11, 2025: Joint Human Services Commission Meeting for grant applicant presentations (Dublin, Livermore, Pleasanton)
- March 5, 2025: Pleasanton Human Services Commission review
- April 2025: Pleasanton City Council review of **CDBG\***, **HOME\***, and **LIHF-funded** projects
- June 2025: Council review of biennial FY 2025/26 and FY 2026/27 City Budget.
- After June 2025 City Budget Adoption: Council review of **General Fund** HHS projects

\*CDBG and HOME funds are subject to federal approval.

HHS Submissions	FY 2025/26	FY 2024/25	Percent Change
# Applications	31	27	+ 15%
# Total Funding Requests	\$1,337,164	\$1,261,561	+ 6%



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## Housing and Human Services (HHS) Program Two-Phase Funding Allocations for FY 2025/26

*The FY 2025/26 City of Pleasanton's Housing and Human Services Grant (HHS) program will be funded in two phases:*

### Phase One:

- Programs or projects eligible for funding by the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) programs
- Low-Income Housing Fund (LIHF).

### Phase Two:

- City General Fund-supported grant programs. This phase will be scheduled after the final approval of the City's two-year budget in June 2025.



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## Human Services Commission Statement of Priorities

*(Human Services Commission Meeting, October 2024)*

### Priority Needs

- Disability Services and Access
- Food and Nutrition
- Health Care and Behavioral Health
- Homelessness in the Tri-Valley
- Senior Services
- Service Provider Critical Initiatives
- Workforce Development/Unemployment
- Youth Services.

### Service Delivery

- Coordination and collaboration with other service providers, local nonprofits, and Tri-Valley cities
- Prevention (activities that help prevent a problem from emerging)
- Self-sufficiency (activities that promote self-reliance and reduce dependency on assistance programs and services).



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# Human Services Commission Evaluation Criteria

(Human Services Commission Meeting, October 2024)

**Need (1-10 Points)**

- Clearly identified need; supported by data/information; prevents/alleviates a problem
- Aligns with the 2024 Eastern Alameda County Human Services Needs Assessment.

**Benefit (1-20 Points)**

- Number of Pleasanton residents benefiting
- Prioritizes low and very low-income residents; impacts neighborhoods in need.

**Organizational Strength (1-10 Points)**

- Proven track record; fiscally responsible; realistic goals, strong collaboration
- Qualified, adequate staffing.

**Funding (1-10 Points)**

- Lasting impacts; maintains or enhances services
- Cost-effective with measurable outcomes; secures supplemental funding.

**Policy Alignment (1-10 Points)**

- Aligns with City, Federal, and Regional plans.\*

**Commission Priorities (1-30 Points)**

- Addresses key needs: homelessness, seniors, workforce, youth, etc.
- Emphasizes innovation, collaboration, and self-reliance.

**Transportation Access (1-10 Points):**

- Considers client transportation needs



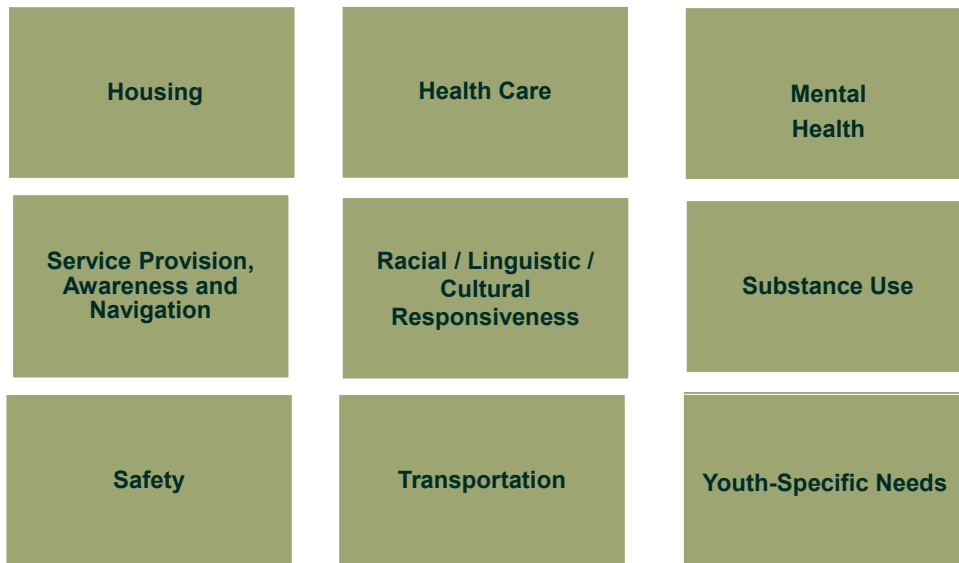
(\*City of Pleasanton Consolidated Plan, ONE Pleasanton Strategic Plan 2023-2028, HUD 2022-2026 Strategic Plan Goals, HUD Policy Priorities)



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## “Community-Challenges and Opportunity Areas”

2024 Eastern Alameda County Human Services Needs Assessment, pages 48-70



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### FY 2025/26 HHSO Applications and Scoring Results

**FY 2025/26 Grant Applications and Scoring Results:** Agencies Eligible for LIHF funding (Blue); HOME funding (Yellow); CDBG (Green); HOME + LIHF (Orange); City General Fund (White)

Organization Name/Application Title	Request Amount	# Clients/ Households	Cost per Client/ Household	Votes	Commissioner Carucci	Commissioner Litz	Commissioner Bedegi	Commissioner Hayes	Commissioner Powers	Commissioner Jajadi	Committee Average Score	Ranking
Spectrum Community Services: Meals on Wheels: More than a Meal	\$ 55,000	135	\$ 407	6 to 0	100	85	92	88	100	74	98.9	1
Open Heart Kitchen: Senior Meal Program	\$ 50,000	235	\$ 212	6 to 0	98	82	97	84	92	72	87.6	2
CityServe of the Tri-Valley: Homeless Outreach and Crisis Stabilization Program	\$ 80,000	92	\$ 869	6 to 0	100	76	91	93	88	74	87.0	3
CityServe of the Tri-Valley: Homeless Prevention and Crisis Stabilization Program	\$ 80,000	550	\$ 145	6 to 0	100	74	96	84	88	77	86.5	4
Tri-Valley Haven: Domestic Violence Services	\$ 60,000	80	\$ 750	6 to 0	97	67	88	94	74	72	82.0	5
Community Resources for Independent Living: Housing and Independent Living Skills	\$ 16,000	30	\$ 533	6 to 0	92	73	84	80	80	76	80.8	6
Tri-Valley Haven: Homeless and Family Support Services	\$ 60,000	565	\$ 106	6 to 0	93	69	83	94	72	73	80.7	7
Goodness Village: Building Independence, Vocational Skills, and Pathways to Stability	\$ 30,000	10	\$ 3,000	5 to 1	81	72	69	78	62	74	79.3	8
Axis Community Health: Supporting Axis' New Livermore Clinic	\$ 50,000	2,500	\$ 20	6 to 0	91	53	82	80	94	75	79.2	9
Abode Services: Tri-Valley Rapid Rehousing	\$ 200,000	10	\$ 20,000	6 to 0	83	77	86	74	82	69	78.5	10
Goodness Village: Home Preservation and Weatherproofing Project	\$ 17,000	10	\$ 1,700	5 to 1	92	75	84	74	63	79	77.8	11 (Tied)
Chabot-Las Positas Community College District dba Tri-Valley Career Center: Pathways to Employment	\$ 31,785	170	\$ 186	6 to 0	89	67	77	83	80	71	77.8	11 (Tied)
CALICO Center: Child Abuse Intervention (Pleasanton and Livermore)	\$ 11,000	20	\$ 550	5 to 1	95	60	80	89	69	64	76.2	13 (Tied)
Tri-Valley REACH, Inc Home Improvement, Maintenance & Rehabilitation Projects	\$ 45,000	18	\$ 2,500	5 to 1	92	82	83	75	55	70	76.2	13 (Tied)
Chabot-Las Positas Community College District dba Tri-Valley Career Center: VITA Services	\$ 18,914	170	\$ 111	6 to 0	88	68	84	67	83	67	76.2	13 (Tied)
Hively: The Hive on Wheels: Mobile Family Resource Center	\$ 25,000	1,000	\$ 25	6 to 0	84	65	83	64	85	74	75.8	16
Assistance League of the Tri-Valley: Operation School Bell	\$ 5,000	50	\$ 100	4 to 2	93	66	83	58	91	55	74.3	17
Centro Legal de la Raza: Tri-Valley Fair and Secure Housing Project	\$ 47,465	25	\$ 1,898	5 to 1	87	68	72	82	55	70	72.3	18
Eden Council for Hope and Opportunity: Fair Housing for Tenants/ Property Owners	\$ 40,000	285	\$ 140	4 to 2	93	75	71	74	54	63	71.7	19
East Bay Innovations: Tri-Valley Roadmap to Affordable Housing	\$ 10,000	30	\$ 333	4 to 2	88	71	71	60	63	61	69.0	20
Mercy Retirement and Care Center: Mercy Brown Bag Program	\$ 50,000	300	\$ 166	5 to 1	88	33	68	76	72	73	68.3	21
Legal Assistance for Seniors: Legal Services, Medicare Counseling & Education	\$ 10,000	9	\$ 1,111	5 to 1	87	53	71	69	55	71	67.7	22
Culinary Angels: Nutritious Meals for Cancer Patients and Caregivers	\$ 10,000	28	\$ 357	4 to 2	82	55	71	71	55	65	66.6	23
Front Porch Communities Foundation: Home Match	\$ 25,000	8	\$ 3,125	4 to 2	82	50	76	72	42	72	65.7	24
Partners for Change: Tri-Valley Road Map to Affordable Housing	\$ 15,000	24	\$ 625	5 to 1	88	43	71	69	50	68	64.8	25
Love Never Fails: Therapeutic Outreach Network	\$ 10,000	150	\$ 66	5 to 1	81	45	60	67	27	78	63.0	26
Bay Area Community Health: Healthcare Express Mobile Medical Unit	\$ 160,000	40	\$ 4,000	4 to 2	70	59	50	65	60	73	62.8	27
Lions Center for the Visually Impaired: Independent Living Skills for Blind and Visually Impaired Adults	\$ 15,000	25	\$ 600	3 to 3	80	41	64	58	44	73	60.0	28
Senior Health Program: Senior Health	\$ 50,000	110	\$ 454	1 to 5	67	30	52	67	40	62	53.0	29
Arukah: Tri-Valley Housing and Human Services Grant	\$ 10,000	2	\$ 5,000	3 to 3	54	54	21	69	44	66	51.3	30
SEWA International: C.A.L.M. (Cultivating Acceptance Love and Mindfulness)	\$ 50,000	350	\$ 142	0 to 6	71	30	54	50	12	55	45.3	31
<b>TOTAL REQUESTS</b>	<b>\$1,337,164</b>											



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### FY 2025/26 Projected Funding


Recommendations by Funding Source	Amount
CDBG Public Services	\$ 57,012
CDBG Capital Improvement Project	\$ 223,737
CDBG Administration	\$ 76,016
HOME-Eligible Projects/Programs	\$ 100,247
HOME Administration	\$ 6,188
Low Income Housing Fund (LIHF)	\$ 315,465
<b>TOTAL:</b>	<b>\$ 778,665</b>



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## FY 2025/26 Phase One: Human Services and Capital Recommendations

Recommended for Phase One Funding	Amount	Source of Funds	Commission Ranking <small>(includes all rankings for Phase One and Phase Two)</small>
<b>HUMAN SERVICES AND CAPITAL FUNDING</b>			
Spectrum Community Services: Meals on Wheels	\$55,000 <i>(\$55,000 request)</i>	CDBG Public Services	#1
<i>(*No CDBG-eligible applications for capital projects received)</i>	N/A	CDBG Capital	N/A
<b>TOTAL:</b>	<b>\$55,000</b>		



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## FY 2025/26 Phase One: Housing Recommendations

Recommended for Phase One Funding	Amount	Source of Funds	Commission Ranking <small>(includes all rankings for Phase One and Phase Two)</small>
<b>HOUSING FUNDING</b>			
CityServe: Homeless Outreach and Crisis Stabilization Program	\$80,000	LIHF	#3
Center for Independent Living (CRIL): Housing & Independent Living Skills	\$16,000	LIHF	#6
Goodness Village: Vocational Program	\$30,000	LIHF	#8
Abode Services: Rapid Re-Housing Program	\$80,000 Program \$40,000 Admin	HOME LIHF	#10
Goodness Village: Home Preservation and Weatherproofing	\$17,000	LIHF	#11
Tri-Valley Reach: Home Improvement, Maintenance and Rehabilitation	\$45,000	LIHF	#14
Centro Legal de la Raza: Tri-Valley Fair and Secure Housing Project	\$47,465	LIHF	#18
ECHO Housing: Fair Housing for all Tenants and Property Owners	\$40,000	LIHF	#19
<b>TOTAL:</b>	<b>\$395,465</b>		

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Q&A



**HUMAN SERVICES COMMISSION  
AGENDA REPORT**

March 5, 2025  
Library and Recreation

**TITLE: SELECT PRIMARY AND ALTERNATE COMMISSION REPRESENTATIVES TO  
ATTEND LOCAL HUMAN SERVICES-RELATED MEETINGS AND PROGRAMS**

**SUMMARY**

The Human Services Commission annually selects commissioners to attend local human services-related meetings and programs.

**RECOMMENDATION**

Select Primary and Alternate Commission Representatives to Attend Local Human Services-related Meetings and Programs

**BACKGROUND**

Each year, the Human Services Commission selects representatives to attend meetings with local organizations focused on human services. During the Commission Reports section of regular meetings, commission representatives have shared updates and information from these organizations with the entire commission. At the January 7, 2025 meeting, commissioners voted to move this item to a future meeting agenda after meeting times and days were confirmed with each nonprofit agency.

**DISCUSSION**

Human services-related meetings provide insight into community needs that can inform work plans, needs assessment goals, and grant priorities.

Commissioners are asked to consider the following organizations for representation and select a primary and alternate representative for each:

- *Tri-Valley Nonprofit Alliance (TVNPA)*—TVNPA programs and meetings provide opportunities for nonprofit agencies to meet and collaborate on monthly topics of interest in the Tri-Valley, enhancing services in the nonprofit sector. Programs are generally held on the second Thursday of each month; times vary. For updated information, visit the Monthly Programs webpage: [Monthly Programs – Tri-Valley NonProfit Alliance](#)
- *CityServe of the Tri-Valley* – CityServe programs and meetings are a forum to share current/upcoming Tri-Valley human services, discuss special events or programs, learn best practices, identify service gaps, and collaborate. Collab Labs, meetings, programs and special events are held throughout the year. For updated programs and schedules, sign up for the CityServe newsletter on their website at [Newsletters – CityServe of the Tri-Valley](#).

**EQUITY AND SUSTAINABILITY**

Commissioner representation at community meetings fosters collaboration that addresses community needs, including those of underserved populations. It also aligns sustainability goals by enhancing the efficiency and impact of local human services networks.

**OUTREACH**

No outreach has been done in advance of this item.

**STRATEGIC PLAN ALIGNMENT**

Not applicable as this is a matter of routine business.

**FINANCIAL STATEMENT**

There is no direct financial impact associated with this item.

Prepared by:

A handwritten signature in black ink that reads "Lia Bushong". The signature is written in a cursive, flowing style.

Lia Bushong, Assistant Director of Library and Recreation

Attachments:

None