
ANNUAL ACTION PLAN

July 1, 2017- June 30, 2018



SUBMITTED BY:

City of Santa Fe
Office of Affordable Housing
P.O. Box 909
Santa Fe, New Mexico 87504-0909
Phone # (505) 955-6346

FINAL APPROVED: City Council Public Hearing, April 26, 2017
Submitted in IDIS: August 10, 2017
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Executive Summary

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

1. Introduction

The purpose of the Action Plan is to stipulate how funds will be allocated to housing and community development activities in Santa Fe based on the needs, priorities, goals and strategies identified in the 2013-2017 Consolidated Plan.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City of Santa Fe's focus over the next year is to improve and sustain affordable housing, rental, homeownership, and economic opportunities for low- to moderate-income households in Santa Fe, as well as addressing the needs of those experiencing homelessness or at risk of becoming homeless. The City will accomplish this by administering program funds to service providers, supporting collaboration and strategically applying resources to community needs.

This Plan identifies the following goals as they relate to HUD-mandated objectives and outcomes for its upcoming housing and community development activities:

GOAL: Reduced rate of cost burden and corresponding drop in poverty rate for homeless households and those at risk of becoming homeless.

- Objective: Creating Suitable Living Environments
- Outcome: Availability/Accessibility

GOAL: Expanded inventory of rental units and vouchers to meet increased needs of renters with very low incomes.

- Objective: Providing Decent Housing
- Outcome: Availability/Accessibility

GOAL: Increased homeownership opportunities and support for long-term affordability and accessibility for current homeowners.

- Objective: Providing Decent Housing
- Outcome: Availability/Accessibility

To best understand the need and to work toward meeting these housing goals, the City utilizes the *Santa Fe Affordable Housing Plan*, finalized in December 2016, a five-year plan required by the New Mexico Mortgage Finance Authority, which assesses housing need in Santa Fe and provides recommendations for addressing the needs. The housing needs analysis portion examines housing needs across all income levels to identify mismatches in supply and demand for all households in Santa Fe. One of the essential items this document provides to the City is a gaps analysis, which compares the demand for and supply of housing by income level. Instead of estimating the type of housing each household in the city would prefer, income is used as a proxy, as it is the most important factor in accessing housing.

The gaps analysis shows the following:

- The greatest need in Santa Fe's market is for rental units priced between \$375 and \$500 per month, serving renters earning between \$15,000 and \$20,000 per year. In this income range, there is a current shortage of 800 rental units, up from 715 in 2011.
- The rental gap for households earning \$20,000 to \$25,000 also increased between 2011 and 2014—from 169 to 444. However, the cumulative rental gap, for all households earning less than \$25,000 declined from 3,074 in 2011 to 2,435 in 2014.
- The gaps model estimates that as many as 2,435 renters earning \$25,000 and less cannot find affordable units and, as such, are cost burdened. Most of these renters earn less than \$20,000.
- The median home value declined by 8.5 percent between 2011 and 2014, increasing ownership affordability for some city residents. In 2014 nearly one-quarter of renters could afford the median value home, up from 14 percent in 2011. This increase in homeownership affordability is also a result of renters' incomes increasing since 2011.
- Over 400 homes are in substandard condition (incomplete kitchen/plumbing facilities) and are in probable need of rehabilitation.*

**City of Santa Fe Office of Affordable Housing, BBC Research & Consulting: City of Santa Fe Affordable Housing Plan (December 2016), pg.III, accessed at www.santafenm.gov/office_of_affordable_housing_policy_research .*

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The following bullets outline progress in meeting goals identified in the 2013-2017 Consolidated Plan, almost all of which were met, or exceeded. These achievements are a testament to the strong partnerships the City supports with its nonprofit partners and subrecipient contractors.

- The City's goal for **rental housing** as stated in the 2016-2017 Action plan was to serve renters earning less than 60 percent of Santa Fe's Area Median Income (AMI). Approximately 20 very low income renters with disabilities, many of whom are transitioning out of homelessness, were served through two Shelter Plus Care grants administered by the City. For the 2017-2018 program year, the City allocated \$400,000 of Affordable Housing Trust Fund (AHTF) to rental facility improvements as well as down payment assistance. The City hopes that surplus funds during the program year will allow the implementation of a new rental assistance program for very low-income renters as was done in prior years.
- The City's goal for **home ownership housing** as outlined in the current 2016-2017 Action Plan is to provide comprehensive assistance to low-to-moderate-income homebuyers in the form of down payment assistance. The goal states that this funding type will serve approximately 12 households for year with CDBG funding alone. As of March 2017, 20 households were served with down payment assistance administered between two sub-recipients receiving CDBG and one AHTF contract that was extended to 12-31-2016. This program exceeded the goal of serving 12 homebuyers.
- The City's goal for **emergency shelters and permanent supported rental housing** as outlined in the 2016-2017 Action Plan is to provide 33 permanent beds and/or longer-term units per year. As of June 30, 2017, approximately 30 shelter beds were provided for 40 families of mainly Female-Headed Households via Casa Familia. In the upcoming 2017-2018 program year, CDBG funds are proposed for services including referrals and support the Interfaith Women's Summer Safe Haven for a minimum of 300 women. Youth Shelters and Family Services will continue the Street Outreach Program to target a minimum of 625 youth and will track those served via outreach who utilize the Drop in Center as well as their Transitional Living Program.
- The City's goal for **home improvement** as outlined in the 2016-2017 Action Plan was to support energy efficiency upgrades, required accessibility renovations and emergency repairs for 13 households between two service providers. As of March 2017, nine (9) loans were made and three (3) loans are pending approval, all supporting low and moderate-income homeowners, many of whom are elderly. Thus far, loan recipients have been able to significantly reduce their long-term energy costs, while others received assistance to bring their homes into compliance with basic housing quality standards.

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

Summary from citizen participation section of plan.

Requests for Proposals (RFP's) for CDBG and the AHTF were advertised in the Santa Fe New Mexican and the Albuquerque Journal on January 3, 2017. Two technical trainings for RFP proponents were held on January 17. Applicant presentations took place at the Community Development Commission Public Meeting on February 15. Funding recommendations were made based on an estimated allocation amount of \$500,000. Notice of the final amount of \$530,468 was provided in mid-June 2017.

As per the City's Citizen Participation Plan, copies of the updated Plan were placed at the following for public review: Main and Southside Santa Fe Public Library branches, the City's Market Street Office and Santa Fe City Hall. Three public comment periods were advertised and conducted:

- March 10, 2017 --April 11, 2017: provided information about allocations for 17-18 using the estimated funding amount of \$500,000
- July 24, 2017 - August 7, 2017: provided updated information regarding the final allocation amount of \$530,468. *Note: the contingency language in the Plan addressing the difference in funding amounts from the estimated amount and actual amount was deemed insufficient by HUD and the Plan was returned to the City for edits.*
- September 12, 2017 – October 13, 2017: provides updated language to address the use of all funds received by the City: entitlement (\$530,468); program income (\$200,000 estimated); and reprogrammed funds from prior years, included unexpended contract amounts (\$85,682.58) and reprogrammed funds from prior years (\$192,706.21).

Additionally, the draft plan and activities selected for funding were discussed at the March 16 City News Hour on KSFR 101.5FM. A Press Release about the plan was issued by the City's Public Information Office on March 20 and September 13, 2017. For the original and final drafts, legal and display advertisements in Spanish and English were placed in the *Santa Fe New Mexican* on Monday, July 24, 2017 and September 12, 2017 announcing the public review and comment period, public hearing date and contact information for submitting comments. Notice is provided that Spanish translation is available upon request. Paper copies are also made available for review. Public notices are included in the Addenda to this plan.

Six (6) public meetings and two public hearings were held for notification of the Plan and/or review. These meetings are open to the public and agendas are available on the City's website. The public meetings and public hearing can all be made accessible to people with disabilities, including sign language interpretation with prior notice to the City Clerk's office. The meetings are also publicized in Spanish and state that a translator may be made available upon request. The public hearing allows members of the public to make comments as part of the Governing Body's discussion of the item. At the public meetings, there is an opportunity for the public to speak from the floor.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Comments from the general public as well as plan participants and stakeholders are noted in this section when received. No written comments were received during the initial 30-day comment period (March 10 – April 11, 2017) nor were any written comments received during the 14-day comment period for the revised Action Plan (July 24-Aug 7, 2017) or the second 30-day public comment period (September 12, 2017 – October 13, 2017). At the April 27th public hearing, four comments were received:

Annual Action Plan
2017

5

1. A general comment that the City's contracting process is not transparent;
2. A comment expressing general support for the CDBG-funded programs which are "needed" to support housing for people who need it most;
3. A detailed comment related to the positive nature of the City's CDBG investment (in relevant housing programs and projects rather than general infrastructure needs); encouragement for the Council to support proactive strategies for increasing supply and access of rental housing for people, especially those who don't participate in Council meetings – many of them get discouraged and move away. The City's revenue stream through the generation of GRT is also affected when people don't live in the same community where they work.
4. A comment also encouraging the Council to support rental housing, including market rate housing which is at 98% occupancy; this issue is especially relevant for the area's big employers such as the hospital because it is difficult to attract and retain employees, especially young ones when there is a shortage of affordable rental housing.

These comments will be noted in upcoming CDBG and AHTF allocation processes when the Community Development Commission meets to establish funding priorities.

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

Comments that are not accepted will be noted where applicable. The comments presented above were accepted with the exception of comment #1 which is not relevant to the CDBG process whereby all contracts are reported to the Governing Body, regardless of amount.

7. Summary

Over the next year, the Office of Affordable Housing will continue to work on strategies that prevent the most vulnerable City residents from falling into cycles of poverty and chronic homelessness, target low income "at risk" neighborhoods with comprehensive programming interventions, and work with the larger community to identify ways that community needs can be more effectively and efficiently identified and met with limited community resources. At present, the Office of Affordable Housing is involved in the Permanent Supportive Housing Toolkit. The toolkit is a series of sessions conducted by affordable housing professionals and attended by stakeholders across the state to talk with supportive housing developers, understand development budgets, and identify gap funders. These trainings are facilitated by the Pathways Home group, a partnership between LeBeau Development, Enterprise Community Partners and the New Mexico Coalition to End Homelessness.

City staff is also participating in the newly initiated Mayor's Task Force on Homelessness, the goal of which is to update the 2012 Strategy to End Homelessness. A six-month planning period is proposed. By focusing on these strategies in the 2017-2018 Action Plan, the City of Santa Fe works toward the goal of which is to update the 2012 Strategy to End Homelessness. A six-month planning period is proposed. By focusing on these strategies in the 2017-2018 Action Plan, the City of Santa Fe works toward the goal of

all City residents being able to access affordable, accessible and high quality housing opportunities. all
City residents being able to access affordable, accessible and high quality housing opportunities.

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

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

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

Agency Role		Name	Department/Agency
Lead Agency		SANTA FE	
CDBG Administrator	SANTA FE		Office of Affordable Housing/City of Santa Fe
HOPWA Administrator			
HOME Administrator			
HOPWA-C Administrator			

Table 1 – Responsible Agencies

Narrative (optional)

The City of Santa Fe's Office of Affordable Housing which is a division of the City's General Government Department, administers the Community Development Block Grant (CDBG), the Continuum of Care/Shelter Plus Care program, the Affordable Housing Trust Fund (AHTF), and other local funds to support housing and community development activities in Santa Fe.

Consolidated Plan Public Contact Information

Alexandra Ladd
Director, Office of Affordable Housing
City of Santa Fe
P.O. Box 909
Santa Fe, NM 87504-0909
agladd@santafenm.gov
505-955-6346

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

1. Introduction

Because of the City's partnerships with community-based organizations, much of the consultation about the Action Plan happens informally and within the City's organization. The City's Community Services Department funds several programs through its Youth and Family Services Division that provide emergency housing, healthcare and social services programs. All of the City's housing and human services providers work closely with other governmental agencies and health providers to ensure that the provision of housing services is provided in hand with wrap around health and social services.

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

The City's Office of Affordable Housing coordinates closely with other Departments including the Youth and Family Services Division of the Community Services Department that funds emergency housing and community development programs as well as social services. The Youth and Family Services Division supports a juvenile justice program which provides program planning, service integration, data analysis, and program evaluation to ensure that youth are provided alternatives to detention and referral to support services, including housing, as appropriate. One of the City's partner organizations, YouthWorks has provided several programs to integrate disconnected youth with mainstream educational opportunities, job training and internships, reunification with families, and referral to other support services. The City's CDBG allocation, its economic development fund and other local funds have supported several of these initiatives. Some beneficiaries of this funding also are recipients of public housing services. The City's CDBG sub-recipients strive to coordinate with the Santa Fe Civic Housing Authority so that outreach activities and some programming is located at housing authority sites.

Through the NMCEH's efforts to coordinate housing grants and HMIS, and the collaboration of partner agencies that receive funding from the City of Santa Fe's Human Services and Children and Youth funding programs, the vulnerability of discharged patients to becoming homeless is greatly reduced. In September, the City Council will approve a resolution establishing a Homeless Task Force that will consider specifically these coordinated efforts. The Office of Affordable Housing will participate on this task force to ensure that CDBG and other local housing funds are deployed in ways that prevent homelessness.

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

Santa Fe is not served by a local Continuum of Care but rather is covered by New Mexico's Balance of State Continuum of Care, as administered by the New Mexico Coalition to End Homelessness. City staff from the Office of Affordable Housing serve on the Board for the Balance of State Continuum of Care, which requires attending monthly meetings by conference call and quarterly meetings of the all the stakeholder agencies. Staff also attends the annual Housing for All Conference, hosted by the NM Coalition to End Homelessness.

The City of Santa Fe works with the New Mexico Coalition to End Homelessness to coordinate services for homeless individuals and families. NMCEH operates a statewide system of coordinated assessment where every homeless family and individual is given an assessment based on the nationally recognized VI/SPDAT (Vulnerability Index/Service Prioritization Assessment Tool). The results of the assessment are used to refer homeless people to the type of housing that best fits their needs and the assessment is used to create a prioritized list with chronically homeless people at the top of the list for permanent supportive housing. In addition to HUD funds, the City's CDBG entitlement funds and local funds are used to support Life Link, St. Elizabeth Shelter, and the Interfaith Shelter to provide shelter to homeless people and help them make the transition to permanent housing. In 2015 City Mayor Javier Gonzales signed on to the Mayor's Challenge to End Veteran Homelessness. Local nonprofits have been meeting monthly with the VA to go over the by-name list of homeless veterans and make sure they are all on their way to permanent housing. In 2016 the City met the requirements of the challenge and has continued to maintain the system that helps any newly homeless veterans quickly access housing through VA, state funded or Continuum of Care resources.

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

The City of Santa Fe does not directly participate in any ESG (Emergency Solutions Grants) programming to assist the homeless or those at risk. The Continuum of Care Board has developed standards based on the HUD established outcome measures for housing stability and increasing client income for Continuum of Care Programs. The Board is working with the staff of the New Mexico Coalition to End Homelessness and the New Mexico Mortgage Finance Authority on the standards and evaluation of ESG-funded projects.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	SANTA FE CIVIC HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The sections of the 2017 Draft AAP are highlighted and the information is emailed for verification or update. Since their organization deals with these issues on a daily basis, accurate and precise data is anticipated. The SFCHA has received a completed copy of the document for review.
2	Agency/Group/Organization	THE LIFE LINK
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The sections of the 2017 Draft AAP are highlighted and emailed for verification or update. Since these organizations deal with these issues on a daily basis, accurate and precise data is provided to inform this plan.
3	Agency/Group/Organization	ST ELIZABETH SHELTER
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-Persons with HIV/AIDS Services-homeless Services - Victims
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The sections of the 2017 Draft AAP are highlighted and emailed for verification or update. Since these organizations deal with these issues on a daily basis, accurate and precise data is provided to inform this plan.

4	Agency/Group/Organization	The Housing Trust
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing Business and Civic Leaders Community Development Financial Institution
	What section of the Plan was addressed by Consultation?	HOPWA Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The sections of the 2017 Draft AAP are highlighted and emailed for verification or update. Since these organizations deal with these issues on a daily basis, accurate and precise data is provided to inform this plan. The City of Santa Fe has worked with the Santa Fe Community Housing Trust to develop three apartment communities where 25% of the units are set aside for people exiting homelessness. The City has contributed financially in various ways to each of these projects.
5	Agency/Group/Organization	NEW MEXICO COALITION TO END HOMELESSNESS
	Agency/Group/Organization Type	Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City also works with NMCEH to reduce the length of time all families and individuals remain homeless. Reducing the amount of time was one of the goals of the 2012 Santa Fe Mayor's Task Force on Homelessness. NMCEH now has good tools to measure the length of time people remain homeless and this will be a focus of the newly convened City Roundtable on homelessness this fall.
6	Agency/Group/Organization	SANTA FE COUNTY
	Agency/Group/Organization Type	Housing PHA Services - Housing Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The sections of the 2017 Draft AAP are highlighted and emailed for verification or update. The City is in regular communication with Planning Staff (provide homebuyer services) and staff from the housing authority.

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

The City did not consult directly with the State of NM Department of Health regarding lead exposure because Santa Fe has low risk factors. 9.6% of its housing stock was built before 1950 and in 2011, 0 children in Santa Fe County tested positively for elevated blood levels. More recent studies by the NMDOH identified Santa Fe County as having “low levels” of lead exposure, as cited in the NM Epidemiology Report, April 2017. The Office of Affordable Housing also conducts environmental reviews on all CDBG-funded activities. In cases where individual homes are older than 1978 and may have lead based paint, the subrecipient is required to follow all applicable law to assess the presence of lead and remediate it, if necessary.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	New Mexico Coalition to End Homelessness	Seeks to provide comprehensive support services aligned with housing.
5 Year Strategic Housing Plan	City of Santa Fe	Provides a needs assessment and housing affordability regarding unit inventory and demand; provides basis to shape policy and funding decisions. This document was finalized in January 2017.
PHA 5-Year and Annual Plan	Santa Fe Civic Housing Authority	Many of the goals are incorporated into this plan
Five Year Plan to End Homelessness (2012)	New Mexico Coalition to End Homelessness	The goals of that plan are incorporated into this plan
2012-2017 CIP Plan	City of Santa Fe	Project priorities help shape the funding priorities in this plan.
Transportation Improvement Program	Santa Fe Metropolitan Planning Organization	Includes transportation projects for all modes expected to be funded.
Sustainable Land Use Code	County of Santa Fe	SLDC regulates the development and construction of affordable housing units.
Analysis of Impediments	City of Santa Fe	The AI evaluates barriers to fair housing and recommends strategies for mitigating them which is closely related to housing services for low-income people. In 2017, the City will submit the Assessment of Fair Housing which looks at housing through the lens of opportunity.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City solicits comments from local services providers (housing, human services, children and youth) and relies on them to outreach directly to their clientele and/or represent the needs of their clientele. Alternate avenues of public outreach were pursued in the 2016 Analysis of Impediments and the 2017 Assessment of Fair Housing. The City will re-write its Citizen Participation Plan during the upcoming 2018-2023 Consolidated Plan planning process with careful consideration of how to conduct more relevant public outreach that brings voices to the discussion that are not always heard.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Requests for Proposals (RFP's) for CDBG and the AHTF were advertised in the Santa Fe New Mexican and the Albuquerque Journal on January 3, 2017. Two technical trainings for RFP proponents were held on January 17. Applicant presentations took place at the Community Development Commission Public Meeting on February 15. Funding recommendations were made based on an estimated allocation amount of \$500,000, pending notification from HUD on the actual allocation amount. Notice of the final amount of \$530,468 was provided in mid-June 2017.

As per the City's Citizen Participation Plan, copies of the updated Plan were placed at the following for public review: Main and Southside Santa Fe Public Library branches, the City's Market Street Office and Santa Fe City Hall. Three public comment periods were advertised and conducted:

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Additionally, the draft plan and activities selected for funding were discussed at the March 16 City News Hour on KSFR 101.5FM. A Press Release about the plan was issued by the City's Public Information Office on March 20 and September 13, 2017. For the original and final drafts, legal and display advertisements in Spanish and English were placed in the *Santa Fe New Mexican* on Monday, July 24, 2017 and September 12, 2017 announcing the public review and comment period, public hearing date and contact information for submitting comments. Notice is provided that Spanish translation is available upon request. Paper copies are also made available for review. Public notices are included in the Addenda to this plan.

Six (6) public meetings and two public hearings were held for notification of the Plan and/or review:

These meetings are open to the public and agendas are available on the City's website. The public meetings and public hearing can all be made accessible to people with disabilities, including sign language interpretation with prior notice to the City Clerk's office. The meetings are also publicized in

Spanish and state that a translator may be made available upon request in advance. The public hearing allows members of the public to make comments as part of the Governing Body's discussion of the item. At the public meetings, there is an opportunity for the public to speak from the floor. Goal-setting for the Consolidated Plan provides the basis for ongoing priorities, as do recent studies that look at measurable need in the community.

Summary of Comments Received

At the April 27th public hearing, four comments were received:

- 1) A general comment that the City's contracting process is not transparent;
- 2) A comment expressing general support for the CDBG-funded programs which are needed to support housing for people who need it most;
- 3) A detailed comment related to the positive nature of the City's CDBG investment (in relevant housing programs and projects rather than general infrastructure needs); encouragement for the Council to support proactive strategies for increasing supply and access of rental housing for people, especially those who don't participate in Council meetings many of them get discouraged and move away. The City's revenue stream through the generation of GRT is also affected when people don't live in the same community where they work.
- 4) A comment also encouraging the Council to support rental housing, including market rate housing which is at 98% occupancy; this issue is especially relevant for the area's big employers such as the hospital because it is difficult to attract and retain employees, especially young ones when there is a shortage of affordable rental housing.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Finance Committee Public Meeting March 20, 2017	No comments were received.	None.	
2	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish and Other as requested Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Community Development Commission Public Meeting April 19, 2017	No written comments were received.	None.	
3	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish and Other as requested Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	City of Santa Fe City Council Public Hearing (Evening Session): Wednesday, April 26, 2017, 7:00 p.m.	See preceding section for summary of comments received.	The comments presented above were accepted with the exception of comment #1 which is not relevant to the CDBG process whereby all contracts are reported to the Governing Body, regardless of amount.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Service providers	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	The City solicits comments from local services providers (housing, human services, children and youth) and relies on them to outreach directly to their clientele and/or represent the needs of their clientele.	None received.	None received.	
5	Public Meeting	Non-targeted/broad community	City of Santa Fe Finance Committee - September 18, 2017	Any comments will be presented here.	Reasons for not accepting comments will be summarized here.	
6	Public Meeting	Non-targeted/broad community	City of Santa Fe Community Development Commission Meeting - September 20, 2017	Any comments will be presented here.	Reasons for not accepting comments will be summarized here.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Newspaper Ad	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	Legal Notice placed in SF New Mexican announcing public hearing date of October 11, 2017; location of paper copies of plan for public review; contact info for comments	None yet.	None yet.	
8	Public Hearing	Non-targeted/broad community	Santa Fe City Council Public Hearing - October 11, 2017	Comments will be summarized here.	Reasons for not accepting comments will be summarized here.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

This draft of the Action Plan will serve as an amendment to the original draft of Action Plan which was available for public review from March 10 - April 11, 2017 and for which a public hearing was held on April 26, 2017. Because HUD's final notification of the CDBG funding amount was not made until mid-June of 2017, the City moved forward with contracting for services using an estimated amount of \$500,000 (with \$100,000 set aside for administrative costs) so that funded projects could begin immediately at the start of the new program year. The actual CDBG amount is \$530,468 (with \$106,093 set aside for administrative costs). The discussion in the following section identifies how the extra funds will be spent in addition to program income (\$200,000, estimated) and funds available for reprogramming from prior year (\$278,389).

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	530,468	200,000	278,389	1,008,857	200,000	\$500,000 of entitlement funds (\$400,000 for projects, \$100,000) provide the basis for the projects presented in this plan. Additional funds from the actual allocation will be added to current projects. Program income (\$200,000) is re-used by the subrecipient to provide additional services and available funds to be reprogrammed with will allocated 40% to existing projects, with the remaining amount set aside to support LIHTC housing.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Shelter Plus Care	public - federal	Other	121,704	0	0	121,704	50,000	St Elizabeth Shelter and Housing Trust administer two of the City's Shelter Plus Care grants which are used to support renters with disabilities who would otherwise be homeless. The Village Sage and Stagecoach Apartments (12-15 special needs tenants out of the total LIHTC 120 units), St. Elizabeth's Shelter Siringo Senior Project (8 units). The City anticipates turning these grants over to the subrecipients when the Continuum of Care renewal projects are going to renew. All other Continuum of Care projects from prior years were turned over to Life Link, the subrecipient.
Other	public - federal	Housing	478,389	0	0	478,389	478,389	Reprogrammed funds come from unexpended entitlement which includes: \$85,682.58 (PY2016-17); \$75,554.75 (PY2014-15) and \$59,869.61 (prior to 2014) and canceled projects: \$12,000 (PY2016-17) and \$45,000 (PY2015-16)

Table 5 - Expected Resources – Priority Table

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

The greatest challenge facing the City of Santa Fe's housing and public service programs in 2017 is the threat of reduction in funding from all sources: federal, state, or local. This requires creative use of funds as well as a reduction in the funding of some programs even when there is an increase in need and requirements that must be addressed, such as with the public services category which supports non housing projects and public facilities improvements, which are generally housing-related. Additionally, the City strives to leverage local funds to ensure that effective and important local services continue to be provided in our community, regardless of the status of federal funds. The City's nonprofit partners estimate that every dollar of federally-funded down payment assistance leverages \$14 of funding from other state, local, and private sources. Both the Housing Trust and Homewise are CDFIs and actively leverage funds from HOME, Fannie Mae secondary market loans, state-funded mortgage products allocated through the New Mexico Mortgage Finance Authority, Low Income Housing Tax Credits (the Housing Trust), solar tax credits, Federal Home Loan Bank of Dallas' Community Investment Programs, bank and foundation investments, and other DOE funds as well as having substantial organizational resources to use for real estate development and to support programmatic goals.

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

All of the property on which public housing facilities are situated is owned by the City and used by the Santa Fe Civic Housing Authority under long-term leases. The units are rented to income-qualified renters, many of them very low-income seniors. At any time during the year if the City determines that donating and/or using City-owned property will benefit a proposed project that will serve the priority needs and funding objectives outlined in this plan, the City will do so, as allowed under the NM Affordable Housing Act.

In the current fiscal year, the City expects to donate a 5-acre portion of a City-owned parcel on Siler Road. This donation will support the construction of at least 50 units of affordable live/work housing targeted to "creatives" – technology entrepreneurs, visual and performance artists, craft manufacturers, self-employed, etc. Ten additional market-rate units may also be included in the project, as well as a shared resource center that would include performance and display space, retail areas and other workshops. The project, called the "Arts + Creativity Center," is proposed to be developed by the New Mexico Interfaith Housing Coalition and Creative Santa Fe, two local nonprofit organizations. The donation is contingent on the project securing Low Income Housing Tax Credit (LIHTC) funds. An application will be resubmitted for the 2018 LIHTC funding cycle.

Discussion

On February 15, 2017, the Community Development Commission (CDC) recommended funding for eight

(8) CDBG proposals supporting housing and public service projects based on an estimated \$500,000 allocation at the time of the CDC public meeting. The eight funded projects are described in this Plan, totalling \$400,000 (with an additional \$100,000 reserved for administrative expenses). With the actual entitlement amount of \$530,438, the updated administrative cost is \$106,093, leaving \$24,375 to be allocated to eligible projects (in addition to the \$400,000). Additionally, the Office of Affordable Housing estimates that \$200,000 will be generated from program income (PI) which will then be recycled by the subrecipient back to the program from which the funds were generated. Because the subrecipients have been hugely successful using CDBG funds, the amount of program income is generally as much or more than entitlement funds. As per HUD requirements, the PI must be used before entitlement funds. When projects are closed out at the end of the program year, entitlement funds are made available for reprogramming. Another source of these available funds is when projects are cancelled. The total available for reprogramming is \$278,388 which is broken down by program year as unexpended entitlement: \$85,682.58 (PY2016-17); \$75,554.75 (PY2014-15) and \$59,869.61 (prior to 2014); by project cancellation: \$12,000 (PY2016-17) and \$45,000 (PY2015-16); and one project that is being extended because of construction delays \$27,840 (PY2016-17). Note that much of the unexpended entitlement is from the generation and subsequent use of program income so the amount does not reflect inadequate performance on the part of the projects or subrecipients.

The City proposes to use the program income managed by its subrecipients as follows: Homewise home improvement (\$60,000); Homewise down payment assistance (\$110,000) and Housing Trust downpayment assistance (\$30,000). The actual expenditure of program income will be shaped by program activities over the year and will vary accordingly. The City will apply reprogrammable funds as follows: 40% (\$121,105) allocated to projects currently set up for the program year and 60% (\$181,658) to cover any gaps in the upcoming construction project of Las Soleras Station, an 87-unit Low Income Housing Tax Credit (LIHTC) that will break ground in late 2017 and be ready for lease up during the 2018-2019 program year.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase Affordable Housing Opportunities	2013	2017	Affordable Housing		Services and Support for Current Homeowners Provision of Rental Units and Support Services Rental Rehabilitation Down Payment Assistance Homebuyer Training and Counseling Home Rehabilitation/Improvement Construction of Affordably-Priced Homes Diversity of Housing Types	CDBG: \$325,000	Rental units rehabilitated: 28 Household Housing Unit Homeowner Housing Rehabilitated: 13 Household Housing Unit Direct Financial Assistance to Homebuyers: 30 Households Assisted
2	Increase Opportunities for At Risk Populations	2013	2017	Public Housing Homeless		Rental Vouchers Emergency Shelters Support Services for At Risk Population Fair Housing Outreach Non-Housing Community Facilities & Services	CDBG: \$75,000 Shelter Plus Care: \$250,000	Public service activities for Low/Moderate Income Housing Benefit: 800 Households Assisted Homeless Person Overnight Shelter: 93 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Address Current and Emerging Needs	2014	2017	Affordable Housing Non-Homeless Special Needs		Rental Rehabilitation	CDBG: \$43,750	Rental units rehabilitated: 28 Household Housing Unit

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase Affordable Housing Opportunities
	Goal Description	<i>Increased homeownership opportunities and support for long-term affordability and accessibility for current homeowners.</i> This goal is achieved through continuing down payment assistance; homebuyer counseling and training services; production of affordably-priced homes; supporting partnerships with nonprofits, for-profit builders and other housing providers; considering acquisition/rehab programs; funding energy efficiency upgrades; continuing foreclosure prevention; legal assistance and refinancing services for existing homeowners; and offering accessibility improvements to help “age in place”.
2	Goal Name	Increase Opportunities for At Risk Populations
	Goal Description	<i>Reduced rate of households with cost burden and corresponding drop in poverty rates.</i> This goal is achieved through preventing homelessness through rental vouchers, emergency assistance, support services, expanding rental choices for households earning less than 30% AMI, providing rehabilitation services, refinancing and support for existing low-income homeowners, preventing wage theft, and improving outreach efforts about housing rights especially to mono-lingual Spanish speakers.
3	Goal Name	Address Current and Emerging Needs
	Goal Description	<i>Inventory of rental units affordable to renters with very low incomes is expanded and vouchers are used to meet increased demand.</i> This goal is achieved through supporting LIHTC projects and the provision or retention of other permanent, subsidized rental units, rehabilitating existing rentals to expand choice and housing quality, identifying additional funding sources and/or creating revenue streams to fund local rental vouchers.

Projects

AP-35 Projects – 91.220(d)

Introduction

Projects funded for FY 17-18 reflect a variety of programs, facilities and services in addition to the programs that are most commonly funded by the City – down payment assistance for homebuyers and home improvement for low-to moderate-income households. Additionally, the City operates a local affordable housing trust fund (AHTF) that is funded through developer fees, pay off of City-held affordability liens, and land sales revenues from City-held mortgages. When a funding balance is accrued to support an allocation of local funds, the City disburses them in alignment with CDBG funds. The trust funds are monitored by the NM Mortgage Finance Authority for compliance with the NM Affordable Housing Act which allows funds to be used for beneficiaries earning up to 120% AMI (area median income). This enables the subrecipients to serve a full range of incomes as CDBG funds are used for those at 80%AMI and below and the AHTF can be used for those 81-120AMI%. For the 2017-2018 program year, AHTF was awarded to the Housing Trust for Down Payment Assistance (\$160,000), to Homewise for Down Payment Assistance (\$177,000) and to St Elizabeth Shelter (\$63,000) for a facility remodel at the Siringo Senior Apartments (providing 8 affordable rental units for previously homeless seniors).

Projects

#	Project Name
1	Santa Fe Community Housing Trust - Down Payment Assistance
2	Habitat for Humanity--Single-Family Home Improvements
3	Homewise Home Improvement Program
4	Homewise Down Payment Assistance
5	St. Elizabeth Shelter - Casa Cerrillos Apartments
6	SFPS Adelante Elementary School Liaison
7	Interfaith Shelter Women's Summer Safe Haven
8	Youth Shelters and Family Services
9	Project Administration

Table 7 - Project Information

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

For the 2016-17 program year, the Community Development Commission (CDC) placed the highest funding priority on affordable housing. Consequently, the majority of funding was directed to providing assistance to homeowners (DPA and Home Improvement). Assistance for rental units is also high priority and one project was funded for the rehabilitation of existing units. Though it is desired to utilize CDBG towards eligible expenses related to the production of new affordable rental units, the developer

expense of constructing these is challenging in the absence of Low Income Housing Tax Credits (LIHTC). LIHTC projects have an application and award timeline that does not synchronize with that of CDBG; however, the CDC would like to direct funding to future projects if the allocation cycles can be aligned. In past years, returned funds were used to provide late-stage project funding for the construction of the Stage Coach Apartments. Another high priority of the CDC for this funding year was for **public services** that help very low income individuals and households avoid becoming homelessness or assist them with accessing housing and related services to stabilize precarious housing situations.

AP-38 Project Summary
Project Summary Information

1	Project Name	Santa Fe Community Housing Trust - Down Payment Assistance
	Target Area	
	Goals Supported	Increase Affordable Housing Opportunities
	Needs Addressed	Down Payment Assistance
	Funding	CDBG: \$100,000 CDBG Reprogrammed Funds: \$30,000 Program Income: \$30,000
	Description	Provide CDBG down payment assistance funding to a minimum of five (5) client households below 80% AMI that have completed homebuyer training.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Funding for CDBG (\$100,000) and City AHTF (\$160,000) will provide down payment assistance loans to a total minimum of 5 first time home buyers below 80% AMI (CDBG) and an additional eight (8) homebuyers earning below 120% AMI (AHTF). Reprogrammed funds (\$30,000) and program income (\$30,000) is expected to provide at least three (3) additional DPA loans.
	Location Description	Citywide
2	Planned Activities	The Trust provides training and counseling, certifies the buyer as "mortgage ready" and assists with the financing process.
	Project Name	Habitat for Humanity--Single-Family Home Improvements
	Target Area	
	Goals Supported	Increase Affordable Housing Opportunities Address Current and Emerging Needs
	Needs Addressed	Home Rehabilitation/Improvement
	Funding	CDBG: \$60,000 CDBG Reprogrammed Funds: \$31,105
	Description	Provide emergency home improvement funding to a minimum of six (6) homeowners below 60% AMI for emergency home repairs for mostly, but not limited to, elderly and female-headed homeowners.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Provide emergency home improvement funding from CDBG entitlement funds to a minimum of six (6) homeowners earning primarily below 60 percent AMI, primarily seniors and female-headed households. Reprogrammed funds will serve an additional three (3) homeowners.
	Location Description	Citywide

	Planned Activities	The subrecipient certifies the homeowners, assesses the repair and improvement needs of the property, prepares a scope of work, gets bids, and manages the construction project. Many materials are donated and/or recycled, greatly reducing the per project cost. Most years, the project serves more homeowners than what is proposed.
3	Project Name	Homewise Home Improvement Program
	Target Area	
	Goals Supported	Increase Affordable Housing Opportunities Address Current and Emerging Needs
	Needs Addressed	Home Rehabilitation/Improvement
	Funding	CDBG: \$21,250 CDBG Reprogrammed Funds: \$20,000 Program Income: \$60,000
	Description	Provide home improvement loans to a minimum of seven (7) homeowners below 80 percent AMI
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Entitlement funds (\$21,250) and program income (\$60,000) will provide loans to a minimum of seven (7) homeowners with low- and moderate-incomes; reprogrammed funds will provide support for an additional three (3) households.
	Location Description	Locations are scattered throughout the city.
4	Planned Activities	The subrecipient provides intake, financial counseling as needed, and referral to a partner contractor to clients with home improvement needs. The contractor submits invoices to Homewise and either a loan is provided to the homeowner or the funds are granted, depending on nature of need and income of homeowner.
	Project Name	Homewise Down Payment Assistance
	Target Area	
	Goals Supported	Increase Affordable Housing Opportunities
	Needs Addressed	Down Payment Assistance
	Funding	CDBG: \$100,000 CDBG Reprogrammed Funds: \$40,000 Program Income: \$110,000
	Description	Provide down payment assistance funding to a minimum of five (5) client households below 80% AMI.
	Target Date	6/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	CDBG entitlement funds will provide down payment assistance loans to a minimum of five (5) client households below 80% AMI that have completed homebuyer training. Six (6) loans will be funded through program income and two (2) additional loans with reprogrammed funds for a total of 13 households assisted. Additionally, local affordable housing trust funds (\$177,000) will be used to provide an additional 12 downpayment loans for households earning no more than 120%AMI.
	Location Description	Funds are used at scattered site owner-occupied dwellings throughout the city.
	Planned Activities	Funding via CDBG (\$100,000) will provide down payment assistance loans to a total minimum of five (5) first time home buyers below 80% AMI and City AHTF (\$177,000) will be used to serve a minimum of twelve (12) households earning less than 120% AMI. Eligible homebuyers must be income certified, complete homebuyer training and counseling and be considered "mortgage ready." Homewise also offers real estate services.
5	Project Name	St. Elizabeth Shelter - Casa Cerrillos Apartments
	Target Area	
	Goals Supported	Increase Opportunities for At Risk Populations Address Current and Emerging Needs
	Needs Addressed	Rental Rehabilitation
	Funding	CDBG: \$43,750
	Description	Rehabilitate the attic and ventilation system of 28-unit apartment complex providing supportive rental housing for very low-income renters and those transitioning out of homelessness.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The attic and ventilation system of a twenty-eight (28) permanent supportive housing rental units at Casa Cerrillos will be rehabilitated to improve the living environment for residents. Upgrading the system will also lower energy costs for the property.
	Location Description	3811 Cerrillos Rd #31, Santa Fe, NM 87507
	Planned Activities	The construction project will be managed by St. Elizabeth Shelter, the property owner and the City of Santa Fe will audit all expenditures and inspect the project upon completion. In addition to this project, St Elizabeth was awarded local, non-CDBG funds to remodel eight (8) apartment units occupied by low-income, formerly homeless seniors to improve the function and accessibility of the bathrooms at another facility, Siringo Senior Apartments, located at 1904 Siringo Road.
6	Project Name	SFPS Adelante Elementary School Liaison
	Target Area	

	Goals Supported	Increase Opportunities for At Risk Populations Address Current and Emerging Needs
	Needs Addressed	Non-Housing Community Facilities & Services
	Funding	CDBG: \$30,000
	Description	Support services for homeless SFPS students and their families.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	A minimum of 200 families or 400 students will be served.
	Location Description	1300 Camino Sierra Vista, Santa Fe, NM 87505 is office location; services are also sometimes provided at school sites.
	Planned Activities	Funding will add staff hours to the elementary school liaison to consult with families, provide support via school supplies, housing services, food and other forms of allowable material support, to elementary students of SFPS whose families are homeless.
7	Project Name	Interfaith Shelter Women's Summer Safe Haven
	Target Area	
	Goals Supported	Increase Opportunities for At Risk Populations
	Needs Addressed	Emergency Shelters Support Services for At Risk Population Non-Housing Community Facilities & Services
	Funding	CDBG: \$24,449
	Description	Provide shelter services for women during the windows when the seasonal shelter is normally closed: July-Oct 2017 and May-June 2018.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Women's Summer Safe Haven (WSSH) shelter will provide services to an estimated 20 women per night for a total of 300 women.
	Location Description	2801 Cerrillos Rd, Santa Fe, NM 87505
	Planned Activities	Funding will provide staff costs for the Women's Summer Safe Haven; for furnishing on-site counseling and referrals to social services that will serve overnight sheltered clients; A minimum of 300 women will be served from July through mid-October 2017, and between May through June 2018.
8	Project Name	Youth Shelters and Family Services

	Target Area	
	Goals Supported	Increase Opportunities for At Risk Populations Address Current and Emerging Needs
	Needs Addressed	Support Services for At Risk Population Non-Housing Community Facilities & Services
	Funding	CDBG: \$20,551
	Description	Street outreach services and expanded hours at a drop in center where homeless youth can receive referral to services, clothes, food, and other essentials.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	625 homeless youth (individual)
	Location Description	Some funded activities will take place at drop in center (402 South St Francis Street) but most of the resource will be used to support an additional outreach worker which is a citywide activity.
	Planned Activities	Grant funding will allow YSFS to add an additional street outreach worker to serve a minimum of 600 homeless youth in Santa Fe as well as adding Sunday hours to the Drop In Center which provides additional support to youth.
9	Project Name	Project Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$106,093
	Description	Provide administrative functions for administering CDBG activities, including contract administration, reporting, monitoring, and other accounting functions.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

AP-50 Geographic Distribution – 91.220(f)

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

The Community Development Commission placed the highest funding priority on affordable housing provided citywide, rather than focusing on a specific area or neighborhood. The applications received for this category were for down payment assistance, with the majority of funding directed to providing assistance to homeowners (DPA and Home Improvement). Assistance for rental units is also high priority; however no applications for CDBG funding were received to work towards satisfying this need in the community. Though it is desired to utilize CDBG towards rental units; the developer expense of constructing these is challenging in the absence of Low Income Housing Tax Credits. LIHTC projects have an application and award timeline that does not synchronize with that of CDBG; however, if future projects of this type are awarded and CDBG funding becomes available later in the year, it can be used towards them, such as in the case of Stage Coach Apartments in previous years.

The final high priority of the CDC is funding **public facilities** that most closely serve households transitioning out of homelessness as well as funding **public services** that help very low income individuals and households to transition out of homelessness.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

All programs for the 2017 CDBG program year will serve low to moderate-income residents throughout the City as the City of Santa Fe does not have priorities for allocating resources geographically.

Discussion

The City's policy of city-wide distribution of resources is due in part because the population of low income/minority residents is not substantial enough relative to specific areas of concentration in Santa Fe. In contrast, a larger urban area with more population is more likely to have higher numbers of low income/minority residents living in concentrated areas which makes geographic priorities more feasible and effective. In Santa Fe, eligibility is defined based on household (income) versus the location of the project or program. For example the City allocates funds programs for down payment assistance which is dependent on the household income versus the location of the home, which is also the same standard for home improvement funds. Likewise, public service programs that serve at risk youth, for example, focus on serving citywide residents versus those coming from a specific geographic area.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Santa Fe's expenditure of funds - federal and local - supports projects and programming that serve the spectrum of housing needs from the homeless to the homeowner. The City identifies needs and evaluates existing housing gaps to ensure that programs and projects increase and improve the City's housing opportunities. Reflecting that objective, the funded projects in this plan serve the homeless both through public services that provide support and referral to housing (Adelante School Liaison, Youth Shelters Outreach and Drop In, Interfaith Shelter's Women Safe Haven); facility improvements to serve very low income renters (Casa Cerrillos); potential homebuyers with downpayment assistance (Homewise DPA and Housing Trust DPA); and existing homeowners with emergency home repair needs (Habitat for Humanity) and/or desire to improve their homes and achieve better energy efficiency (Homewise Home Improvement). Delivery of these services is provided through the City's network of nonprofit partners which ensures they are effective, responsive and timely.

One Year Goals for the Number of Households to be Supported	
Homeless	820
Non-Homeless	138
Special-Needs	20
Total	978

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	20
The Production of New Units	87
Rehab of Existing Units	41
Acquisition of Existing Units	0
Total	148

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

Discussion

The goals for number of households are based on the following: 820 Homeless (200 households served through Adelante; 20 women provided shelter at the Women's Safe Haven; 600 youth households reached through outreach and other services); 138 Non-homeless (10 households provided downpayment assistance; 6 households served with emergency home repair; 7 households served with home improvement; 28 tenant households served with unit rehab; 87 newly constructed LIHTC units for low- and very low-income renters); Social Needs (20 renters with disabilities served through Shelter Plus

Care). In addition to federal funds, local trust funds will be used to renovate and make accessible eight (8) bathroom at Siringo Senior Apartments.

Rental assistance represents an average monthly number of rents paid from July 2016 through February 2017 for the City's remaining two Shelter Plus Care grants, with the projected monthly number being about the same as reported for the prior program year and for the duration of these grants. The expected number for the production of new units (87) reflects the recent award of Low Income Housing Tax Credits for the proposed Soleras Station apartment project developed by the Santa Fe Community Housing Trust. Additionally, a new LITHC proposal was submitted for 60 units at the Arts+Creativity Center but funding was not granted for 2017 so the project will be resubmitted for consideration in 2018. The projected number for rehabilitation of single family households is the sum of the Habitat for Humanity and Homewise Home Improvement projects awarded funding in this upcoming grant year. No acquisition of existing units was proposed for the grant year, but the total number representing the rehab of existing units is comprised of 28 rental units for very low-income renters and thirteen single-family home rehabs for low-mod income homeowners.

AP-60 Public Housing – 91.220(h)

Introduction

As reported in 2016, the Santa Fe Civic Housing Authority (SFCHA) is the public housing agency in Santa Fe. It oversees 490 units of public housing, and manages 670 Section 8 vouchers in Santa Fe. There are a total of 369 units for seniors and 121 units for families. Currently, 269 people are on the public housing waiting list for a housing authority apartment unit, and approximately 171 people on the Section 8 waiting list for Santa Fe. SFCHA receives approximately 35 applications per month for public housing. The wait for a unit is between 18 and 24 months; however, the waiting list is only open on a lottery basis at designated times during the year.

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

Maintenance of aging units is a continuous effort so the housing authority is systematically converting its units under the Rental Assistance Demonstration (RAD) project. For the upcoming year, funds will be used to rehabilitate public housing units to bring them up to current code requirements, improve energy efficiency, and update other quality of life amenities.

As noted by the Santa Fe Civic Housing Authority, this year via the HUD RAD program and LIHTC, 100 units at Villa Consuelo are proposed for rehab award. In 2016, 116 units at Villa Hermosa received a nine (9) percent tax credit award, and Pasa Tiempo on Alta Vista received a four (4) percent award to renovate 121 units of senior housing.

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

The SFCHA runs a Family Self-Sufficiency Program which supports residents and voucher holders to place funds in escrow to achieve home ownership and educational goals.

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

The PHA is not designated as troubled.

Discussion

As an active developer of LIHTC projects, the City of Santa Fe considers the Santa Fe Civic Housing Authority a partner in the provision of affordable rental housing beyond the typical housing authority functions. The City has to subordinate and amend its lease agreements with the housing authority every time a funding application is submitted. During the program year, the City expects to put out for RFP the donation of another parcel of City-owned land and anticipates that the housing authority will submit a

proposal to develop approximately 60 units of affordable rental housing.

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

Introduction

The City works in partnership with many non-profit organizations who provide a wide range of services to prevent “at-risk” populations such as youth, battered families, people with disabilities and seniors from becoming homeless. Another objective is to help existing homeless populations obtain safe, affordable and sustainable housing opportunities as well as needed services such as health care, transportation and counseling.

These activities necessarily run along a continuum of housing program options that range from emergency shelter services to transitional housing and permanent supportive housing services to the new construction of mixed income and mixed use affordable rental development projects. Currently the City has in place emergency and transitional housing programs for homeless individuals, families with children, veterans, and unaccompanied youth.

Services not available but needed: Long Range Transportation for access to VA services in Albuquerque and SOAR model benefits application assistance.

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

All of the city’s nonprofit partners who work with homeless persons have extensive outreach activities. The Resource Opportunity Center (ROC), once called Pete’s Place, is part of the existing Interfaith Shelter and offers emergency beds in winter, meals and clothing. Most importantly, the organization brings together outreach coordinators to provide information about available services. Medical care, job counseling, meals, clothing, transportation are a few of the services provided at the ROC, which is partially funded through local funds allocated through the City’s Human Services Division. In response to direct community need, Interfaith proposed the Women’s Summer Safe Haven when shelter staff and first responders noted that women were particularly vulnerable on the streets during summer months when the shelter is closed for the season. For the 2017-18 program year, the City allocated CDBG funds to provide safe shelter for women and expect to serve up to 20 women.

The City of Santa Fe works closely with the New Mexico Coalition to End Homelessness to coordinate services for homeless individuals and families. NMCEH operates a statewide system of coordinated assessment where every homeless family and individual is given an assessment based on the nationally recognized VI/SPDAT (Vulnerability Index/Service Prioritization Assessment Tool). The results of the assessment are used to refer homeless people to the type of housing that best fits their needs and the assessment is used to create a prioritized list with chronically homeless people at the top of the list for permanent supportive housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

St. Elizabeth. St. Elizabeth Shelter operates two emergency shelters and three longer-term supportive housing programs. Its Men's Emergency Shelter has 28 year-round beds along with a library, TV room, laundry, showers and intensive case management. The organization also offers longer term and transitional shelter options. *Casa Familia* has 10 beds for single women, eight rooms for individual families, and can accommodate up to 30 people, depending on family size. It also has a TV/play room, dining room, laundry and donations room where clothing and toys are available for guests. Both emergency shelters provide respite care for those who are in need of a place to recover from illnesses and behavioral health issues and both have a program manager, case managers and supervisory staff. *Casa Cerrillos* is a permanent housing program with 28 apartments for adults with disabilities, many with co-occurring substance abuse problems. Siringo Apartment is a permanent housing program with eight apartments for seniors. *Sonrisa Family Shelter* is a transitional housing program with eight apartments for families with children. It has a two-year stay limit within which time families are expected to have overcome the issues leading to their becoming homeless and have saved enough funds to successfully move in to housing of their own. All three supportive housing programs have on-site program/case managers that work closely with each guest and monitor their progress.

ROC/Interfaith Shelter. Several faith based organizations support a seasonal shelter from November to May through meals, showers and laundry, in addition to beds and also some case management services. The Resource Opportunity Center is open two days per week, serves 120 to 140 people per day, and offers more intensive case management and legal services.

Life Link. Established in 1987 in a motel, Life Link has evolved into a highly effective behavioral health and supportive housing center. At *La Luz*, 24 apartment units and an additional 74 City wide scattered-site units are provided to people with mental illness and other co-occurring disorders, based on the permanent supportive housing model. Life Link provides extensive outpatient treatment, psycho-social rehabilitation, homeless prevention and rental assistance, peer support services and onsite healthcare screening.

Esperanza. Esperanza is a full service organization offering counseling, case management and advocacy for survivors of domestic violence. It operates a shelter that can house up to 42 people, as well as 21 beds of transitional housing to allow clients establish independence while still receiving supportive services. The organization also offers comprehensive non-residential counseling services.

Youth Shelters and Family Services. On any given night, the organization estimates that 100 youth may be homeless on the streets of Santa Fe. Services are provided to homeless, runaway and in-crisis youth and their families including street outreach, emergency shelter, transitional living and counseling. Special initiatives are the Pregnant and Parenting Project, including referrals, case management, parenting skills and donated items and the ACCESS Program, which helps youth with job readiness skills. Youth can stay at the emergency shelter for up to 30 days and in the transitional, apartment style living

program for 18 months.

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

In addition to HUD funds, the City's CDBG entitlement funds and local funds are used to support Life Link, St. Elizabeth Shelter, and the Interfaith Shelter to provide shelter to homeless people and help them make the transition to permanent housing. The City's Family and Youth Services Office funds numerous transitional homeless programs including: Youth Shelters (outreach, transitional living, and emergency shelter), Interfaith (Women's and Community Shelter), St Elizabeth Shelter (Men and Family shelter). In addition, the Veterans Advisory Board funds a veteran support worker through the Veterans Integration Center (VIC) and rental space at Interfaith for a homeless veterans coordinator through the Veterans Administration. The City also funds Adelante school based program and Communities in Schools to identify and work with homeless families in Santa Fe Public Schools. CDBG funds are being used to provide renovation of a permanent supportive housing program (Casa Cerrillos) run by St Elizabeth Shelter, as well as the funding necessary to support an outreach coordinator for the Drop In Center run by Youth Shelters.

The City of Santa Fe has worked closely with the Santa Fe Community Housing Trust to develop three apartment communities - Village Sage (60 units), Stagecoach Apartments (60 units) and the soon-to-be constructed Las Soleras Station (87 units) where 25% of the units are set aside for people exiting homelessness. On-site support services and referral to other service providers is also provided. The City has contributed financially in various ways to each of these projects.

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

The City relies on its network of community partners to facilitate coordination of services and ensure that those vulnerable to homelessness don't "fall through the cracks". A newly formed Homeless Task Force will begin meeting in October of 2017 to analyze and provide recommendations to the Governing Body "to ensure that homelessness is prevented whenever possible or is otherwise a rare, brief and non-recurring experience." Within 6 months, the task force will report back to the Governing Body and

these recommendations will shape the 2018-2023 Consolidated Plan planning process. Also, the NMCEH continues to implement systems for ensuring that homeless who seek services are tracked through HMIS through a statewide system of coordinated assessment. Every homeless family and individual is given an assessment based on the nationally recognized VI/SPDAT (Vulnerability Index/Service Prioritization Assessment Tool). The results of the assessment are used to refer homeless people to the type of housing that best fits their needs and the assessment is used to create a prioritized list. Chronically homeless people are placed at the top of the list for permanent supportive housing.

The City is also exploring funding sources and other support for the proposed Shelter NOW project, a collaboration of youth-serving organizations (YouthWorks!, SFPS Adelante Program, among others) that have joined forces to address the gap in housing availability and homelessness for young adults ages 18 to 24. It was formed from a working group of concerned organizations that work daily to serve the highest-need youth and young adults in Santa Fe. The project intends to provide a mobile shelter from December 2017 through April 2018. This collaborative shelter working group will provide training, supplies, wraparound services, staff and administrative support and interagency referrals to youth.

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

Introduction:

Typically, those who are most heavily cost-burdened, have the lowest incomes. The City of Santa Fe reviewed its policies and practices to mitigate barriers to housing development--particularly affordable housing development—as part of the 2011 Analysis of Impediments (AI) to Fair Housing Choice and has submitted the 2016 AI update which is planned for public review with its successor, the City’s 2017 Assessment of Fair Housing (AFH). HUD required both documents to be submitted in consecutive years, though the 2016 AI contains much of the framework as required by the AFH, per the new federal rule to Affirmatively Further Fair Housing. This update provides an in-depth review of city housing policies and land use and zoning regulations and also incorporates elements of the successor study as required by HUD. This study examines in further depth any groups or individual citizens not captured in the 2016 AI participation, especially such persons who reside in areas identified as Racially or Ethnically-Concentrated Areas of Poverty (R/ECAP's), Limited English Proficient (LEP) persons, and persons with disabilities. Some of the barriers or impediments to affordable housing identified in the 2011 AI still exist according to the 2016 analysis.

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

1. Lack of affordable housing located throughout Santa Fe is a major challenge to housing choice;
2. Some residents lack equal access to opportunity due to lower performing schools in high-poverty neighborhoods, and the lack of public transportation;
3. Lack of fair housing information and supportive services creates a challenge;
4. Stakeholders continue to view neighborhood resistance or NIMBYism (Not-In-My-Backyard Syndrome) as a barrier to fair housing choice; one quarter of these survey respondents identified this as a “very serious” contributing factor.

According to stakeholder interviews and private sector focus groups there is a stigma associated with affordable housing developments and neighborhood associations make strong efforts to impede affordable development. In 2014 the City prepared several outreach materials regarding housing laws including the Federal Fair Housing Act, the New Mexico Uniform Owner Resident Relations Act (UORRA) and the NM Mobile Home Act. Often non-English speakers are further affected by not being aware of the rights and protections to which they are entitled under these laws. The outreach materials consist of Fair Housing Frequently Asked Questions brochures in English and Spanish and a tenant rights “Novella” with distribution continuing throughout the year. The City works with Spanish speaking fair housing advocates that actively meet with approximately 75 local small businesses and non-profit organizations that distribute fair housing literature published by the City and describe tenant rights.

The City of Santa Fe has been exploring efforts to potentially redevelop several of its underused corridors that have infrastructure and could support rental housing, and which wouldn’t have existing residential neighbors concerned about higher density housing developments, while also providing easy access to transportation. These include the Siler Road corridor and the Midtown Local Innovation Corridor District, or Midtown LINC, at St. Michael’s Drive.

Additionally, there has been a recently approved amendment to the City’s Chapter 26 of the city’s code which governs the Santa Fe Homes Program. The amendment allows multi-family developers of rental housing to pay a fee-in-lieu by right, rather than incorporating subsidized units on-site. Fees are established on an “affordability gap” basis, estimating the difference between an affordable rent, averaged over three income tiers, and HUD’s Fair Market Rent. The objective is to generate enough revenue to fund a rental assistance program for tenants that can be used citywide and does not have high requirements for eligibility. The assistance could be used for a variety of needs - rent, utilities, rental/utility arrears, rental deposits, etc. Another objective is to remove a financing barrier for multi-family housing with the expectation that the development of multi-family units will also loosen up some of the demand for existing units, stemming rising rental rates but also providing more options for voucher holders to use their subsidies. As with any revenue generated or earmarked for affordable housing, use of the funds is dictated by city code and must be compliant with the NM Affordable Housing Act.

Discussion:

In the furtherance of planned actions to ameliorate barriers, the City has researched development proposals with the Land Use department, affordable housing service providers and with the County and as a result, provides general information on developments in this section.

The most recent data shows a current occupancy of almost 98 percent for all rental housing in Santa Fe. The response to this shortage includes some new apartment development proposals that have come up within the past year which are in varying stages and include:

Rodeo Village: a proposed 188-unit market-rate apartment project located on Rodeo Road, just west of

St. Francis Drive and adjacent to the railroad tracks. The site area is just over eight acres, and the project will include multiple buildings of two and three stories, plus amenities to include a fitness center and pool. Approvals are in progress and construction is anticipated to commence by the end of 2017.

San Ysidro Phase II: This project will include 126 units, located near Zafarano and Cerrillos Road. Little is known currently, other than it is a second phase to an existing project. It is in the development approvals process, and likely to come on line in 2018.

Gerhart Apartments: A 258-unit apartment complex proposed for an approximate 11-12-acre site on South Meadows Road in SW Santa Fe. It has not received development approvals, but was recently awarded an upgrade in zoning from R-1 to R-21. All units would be available at market rent (no income-restricted) and would target a mid-price apartment tenant. At this time, an affordable housing payment fee-in-lieu has been discussed.

The Apartments @ 599: A 355-proposed apartment complex that is currently seeking land use approvals for a zoning change to accommodate higher density use. Located near Gerhardt and with easy access to the bypass route, the units could provide much needed workforce housing for those commuting downtown or even to Albuquerque.

AP-85 Other Actions – 91.220(k)

Introduction:

Having a roof over one's is one of our essential needs as human beings, as important eating, sleeping, and receiving medical care. Yet, too often, the poor, the disabled, the elderly and even many in the workforce are not able to afford a house that meets their needs. A lack of high quality housing directly affects one's ability to build wealth, participate in civic activities, enjoy leisure time, and most of all, to have a decent and safe place to live. The overall health and vitality of a community suffers directly when its residents aren't housed adequately.

In Santa Fe, this situation is compounded by the fact that as a tourist destination, the city has attracted people from all over the world to live here, driving up the value of real estate beyond the ability of many locals to afford housing. As noted earlier, the recession helped to level out skyrocketing appreciation, which has made homeownership more affordable for those with moderate incomes. However, those earning low incomes, mostly renters, are even more hard-pressed to attain affordable housing.

Actions planned to address obstacles to meeting underserved needs

There is a continued need for more affordable housing in Santa Fe, given the high numbers of cost-burdened households. Likely program interventions include: providing rental assistance, supporting the development of rental units, continuing down payment, counseling and training for low-and-moderate-income homebuyers, and providing support services for low-income homeowners, including refinancing, foreclosure prevention and home repair. Specifically, the City continues to work with the New Mexico Mortgage Finance Authority to establish priorities for allocating federal tax credits to mixed-income rental developments where at least 30% of the rental units will be affordable to households earning less than 50% of the AMI. Another action currently underway is the funding of a local housing voucher program to provide assistance to the homeless and near homeless through the Affordable Housing Trust Fund and/or the City's General Fund. This assistance is used in the form of short-term payments for rent, rental arrears, utilities and deposits.

Actions planned to foster and maintain affordable housing

The City of Santa Fe is committed to providing funding that supports innovative and sustainable housing solutions that result in permanently affordable and sustainable housing for residents who live and/or work in Santa Fe. It will continue to prioritize the use of CDBG and the Affordable Housing Trust Fund allocations to support down payment assistance, home repair and rental assistance. The City also provides administrative funding to nonprofit partners to provide housing and/or housing-related services. The Youth and Family Services Division funds several programs that serve homeless and those with special needs and the City's Office of Affordable Housing provides funding to support homebuyer training and counseling and support for existing homeowners through home repair, refinancing, and Home Equity Conversion Mortgages (HECM).

The City's inclusionary zoning program requires all residential developments to provide a percentage of the total units as affordable, 20% for homeownership units and 15% for rental units. As mentioned in AP-75, an ordinance amendment allows for a fee in lieu to be paid, by right, for multi-family rental development. The fee is calculated using an "affordability gap" basis: the subsidized rent amount subtracted from the area's fair market rent. Fees paid support the Affordable Housing Trust Fund, which, in turn, can fund rental assistance throughout the City as well as down payment assistance. The incentives for this program are a 15% density bonus, fee reductions for water and wastewater connections and fee waivers for development review and permit fees. The affordability of homes created through the SFHP is controlled by the placement of a lien on the property that constitutes the difference between the appraised value of the home and the subsidized/effective sales price paid by the income-qualified buyer. If the unit is sold, the lien is either transferred to the new affordable buyer who is income qualified or repaid into the City's Affordable Housing Trust Fund (AHTF).

Down payment assistance is provided through a deferred-payment, no-interest due "soft" second mortgage that is used to buy down the principal of the homebuyer's mortgage, thereby lowering their monthly payment and increasing their buying power. These loans are due upon sale or transfer of title. Homewise, Housing Trust and Habitat for Humanity income-qualify and make "buyer ready" the eligible homebuyers.

Actions planned to reduce lead-based paint hazards

According to the State of NM Department of Health, Santa Fe has low risk factors for lead exposure in children. 9.6% of its housing stock was built before 1950 and in 2011, 0 children in Santa Fe County tested positively for elevated blood levels. More recent studies by the NMDOH identified Santa Fe County as having "low levels" of lead exposure, as cited in the NM Epidemiology Report, April 2017. The Office of Affordable Housing also conducts environmental reviews on all CDBG-funded activities. In cases where individual homes are older than 1978 and may have lead based paint, the subrecipient is required to follow all applicable law to assess the presence of lead and remediate it, if necessary.

Additionally, the City of Santa Fe's housing partners - Habitat for Humanity, The Housing Trust and Homewise - must notify homeowners of any potential lead-based paint issues as part of every home-buying transaction. If a homebuyer purchases an already existing home with financial assistance from the Housing Trust or Homewise, they are given a lead-based paint disclosure form that must be signed. If a home is purchased that was built before 1978, the EPA lead-based paint pamphlet entitled "Protect Your Family from Lead in Your Home" is also given to the homeowner. All federally funded home-repair activities are also subject to stringent guidelines for lead-based paint assessment and remediation. Both Habitat and Homewise are experienced in addressing the presence of lead-based paint in their home rehabilitation programs. Any presence of lead-based paint is remediated by a certified professional.

Actions planned to reduce the number of poverty-level families

The following is a list of actions supported by the City of Santa Fe to help reduce the number of poverty-level families:

- Continue to enforce the City of Santa Fe Living Wage Law, which is the second highest in the country.
- Continue to create high wage jobs and to create/support job training centers and programs.
- Increase access to rental housing that is affordable to households earning 50% or less AMI.
- Provide housing in conjunction with supportive services for special populations including seniors, disabled, at risk youth, homeless and female-headed households.
- Continue to support foreclosure prevention programs.

Actions planned to develop institutional structure

The biggest challenge for the City of Santa Fe over the next five years will be to continue to address the increasing demands of housing needs with limited financial resources. The City of Santa Fe's model of service delivery is to pass through most federal funds to sub-grantees and enter into administrative contracts with service providers who provide the services. This ensures that services are provided in the most efficient and relevant manner as possible. The sub-grantees are then able to leverage additional programming and project funds, including LIHTC, HOME, ESG, CDFI, as well as funds allocated through the state's Mortgage Finance Authority.

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

The City of Santa Fe has a long and successful history of working with the nonprofit, private, and governmental sectors to create collaborative partnerships. The City encourages partnerships with the state and federal governments to expand funding for affordable housing, especially housing for people with disabilities, seniors, minorities, female-headed populations and various special needs populations. The City acts as a convener through its use of funds to support a variety of housing services and programs related to housing security. Through its various citizen committees (Community Development Commission, Veterans Affairs Committee, the Mayor's Panel on Disability, the newly formed Mayor's Task Force on Homelessness, the Children and Youth Committee, etc.) the City ensures that funds are deployed to maximum benefit in the community. The Family and Youth Services Office funds numerous transitional homeless programs including: Youth Shelters (outreach, transitional living, and emergency shelter), Interfaith (Women's and Community Shelter), St Elizabeth Shelter (Men and Family shelter). In addition, the Veterans Advisory Board funds a veteran support worker through the Veterans Integration Center (VIC) and rental space at Interfaith for a homeless veterans coordinator through the Veterans Administration. The City also funds Adelante school based program and Communities in Schools to identify and work with homeless families in Santa Fe Public Schools. CDBG funds are being used to provide renovation of a permanent supportive housing program (Casa Cerrillos) run by St Elizabeth Shelter, as well as the funding necessary to support an outreach coordinator for the Drop In Center run

by Youth Shelters.

Discussion:

The most obvious gap is the reduction in funding on all levels from the federal to the local levels. Another effect of the recent economic downturn is the increase in households at risk becoming homeless or experiencing episodic homelessness. Without an increase in resources to support services and facilities, the service providers are grappling with limited capacity to meet emerging needs. In response, the Santa Fe City Council has supported an innovative combination of regulation, policy and financial support for the development, preservation and improvement of affordable housing.

The City's philosophy is to help build the capacity of community-based service providers, rather than to increase the size of its bureaucracy. This has been achieved by providing local funding to support administrative contracts in all areas of nonprofit services – affordable housing, youth programs, human services and economic development. As a result, the nonprofit network in Santa Fe is among the strongest in the state of New Mexico. Many pilot programs initiated in Santa Fe have been replicated not only statewide, but across the nation.

Another strength of the City's service delivery model is that a wide diversity of services is provided with little overlap because of the coordination between City departments as well as between the City and the non-profit organizations. This communication and cooperation are key to ensuring that services reach a those in the most need, including homeless families and individuals and those in danger of becoming homeless, veterans, senior citizens, victims of domestic violence, very-low income renters, at risk youth and people with special needs and disabilities.

Future production of new units will need to reflect the needs of emerging populations, specifically older, smaller households; the elderly; the self-employed; and special needs groups such as veterans. Market demand for single-family suburban style housing is likely to drop as more households will seek housing that is close to transportation, services and amenities and can be adapted to changing needs to allow "aging in place" and entrepreneurial activities.

Program Specific Requirements

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

Introduction:

Projects funded for FY 17-18 reflect a variety of programs, facilities and services in addition to the programs that are most commonly funded by the City – down payment assistance for homebuyers and home improvement for low-to moderate-income households. Public services are limited to 15% of the entitlement award and for 2017-18, four projects were funded: Adelante Elementary School liaison, Youth Shelters Outreach and Drop In Center and the Womens Summer Safe Haven. Additionally, the City operates a local affordable housing trust fund (AHTF) that is funded through developer fees, pay off of City-held affordability liens, and land sales revenues from City-held mortgages. When a funding balance is accrued to support an allocation of local funds, the City disburses them in alignment with CDBG funds. The trust funds are monitored by the NM Mortgage Finance Authority for compliance with the NM Affordable Housing Act which allows funds to be used for beneficiaries earning up to 120% AMI (area median income). This enables the subrecipients to serve a full range of incomes as CDBG funds are used for those at 80%AMI and below and the AHTF can be used for those 81-120AMI%. For the 2017-2018 program year, AHTF was awarded to the Housing Trust for Down Payment Assistance (\$160,000), to Homewise for Down Payment Assistance (\$177,000) and to St Elizabeth Shelter (\$63,000) for a facility remodel at the Siringo Senior Apartments (providing 8 affordable rental units for previously homeless seniors).

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	200,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	278,389
5. The amount of income from float-funded activities	0
Total Program Income:	478,389

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	98.00%

On February 15, 2017, the Community Development Commission (CDC) recommended funding for eight (8) CDBG proposals supporting housing and public service projects based on an estimated \$500,000 allocation at the time of the CDC public meeting. The eight funded projects are described in this Plan, totaling \$400,000 (with an additional \$100,000 reserved for administrative expenses). With the actual entitlement amount of \$530,438, the updated administrative cost is \$106,093, leaving \$24,375 to be allocated to eligible projects (in addition to the \$400,000). Additionally, the Office of Affordable Housing estimates that \$200,000 will be generated from program income (PI) which will then be recycled by the subrecipient back to the program from which the funds were generated. Because the subrecipients have been hugely successful using CDBG funds, the amount of program income is generally as much or more than entitlement funds. As per HUD requirements, the PI must be used before entitlement funds. When projects are closed out at the end of the program year, entitlement funds are made available for reprogramming.

Another source of these available funds is when projects are cancelled. The total available for reprogramming is \$278,388 which is broken down by program year as unexpended entitlement: \$85,682.58 (PY2016-17); \$75,554.75 (PY2014-15) and \$59,869.61 (prior to 2014); by project cancellation: \$12,000 (PY2016-17) and \$45,000 (PY2015-16); and one project that is being extended because of construction delays \$27,840 (PY2016-17). Note that much of the unexpended entitlement is from the generation and subsequent use of program income so the amount does not reflect inadequate performance on the part of the projects or subrecipients.

The City will apply reprogrammable funds as follows: 40% (\$121,105) allocated to projects currently set up for the program year and 60% (\$181,658) to cover any gaps in the upcoming construction project of Las Soleras Station, an 87-unit Low Income Housing Tax Credit (LIHTC) that will break ground in late 2017 and be ready for lease up during the 2018-2019 program year. The City proposes to use the program income managed by its subrecipients as follows: Homewise home improvement (\$60,000); Homewise down payment assistance (\$110,000) and Housing Trust downpayment assistance (\$30,000). The actual expenditure of program income will be shaped by program activities over the year and will vary accordingly.