

**CITY OF FAIRFIELD**  
**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**



**FY 2023-2024 ANNUAL ACTION PLAN**

## Executive Summary

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

#### 1. Introduction

The City of Fairfield (City) is an entitlement jurisdiction that receives federal funding from the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) Program. The CDBG Entitlement Program provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing and a suitable living environment and by expanding economic opportunities, principally for low- and moderate-income persons.

As a CDBG entitlement jurisdiction, the City must prepare an Annual Action Plan (AAP) that describes the activities that the City will undertake to meet the goals and priorities of the Consolidated Plan (Con Plan) goals and how it will spend its CDBG funds. This 2023-24 Annual Action Plan describes the information concerning the goals outlined in the 2022-2026 Con Plan.

For FY 2023-2024, the City of Fairfield was granted \$836,621 in CDBG funding to address the priority needs in the community. Specific funding resources will be utilized based on the opportunities and constraints of each program or project.

In FY 2023-2024, the City will continue to implement steps to protect individuals from housing discrimination by affirmatively furthering fair housing through the Analysis of Impediments to Fair Housing Choice. The City is also expanding outreach to people in Fairfield with limited-English proficiency and ensuring that all funded agencies can serve persons with disabilities and those who are not proficient in the English language.

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

The Annual Action Plan provides information related to the proposed geographic distribution of investment. It includes general descriptions of the homeless and other community development needs and activities. It also includes actions to reduce poverty and barriers to meet the needs of the underserved.

Fairfield has several public service needs including, affordable housing, homelessness, and other community development needs identified in this Annual Action Plan, as well as through the consultation and citizen participation processes. The Consolidated Plan anticipates using CDBG funds to assist in achieving Fairfield City Council and community goals to address the community's various needs. The City has identified the following goals that provide the framework for the Annual Action Plan:

- Affordable Housing
- Homeless Services
- Senior Services
- Youth Services
- Economic Development
- Fair Housing
- Public Facilities and Infrastructure

### **3. Evaluation of past performance**

This evaluation of past performance helped lead the grantee to choose its goals and projects.

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

During the creation of this Plan, the City held a public meeting with the CDBG Advisory Committee (CAC) to discuss the funding recommendations. The City of Fairfield uses a 2-year 3-year funding cycle, therefore new applications were not required to be accepted. However, the Public meeting was used to discuss last 'year's performance and to assign funding for the 2<sup>nd</sup> year of the funding cycle. All members of the CAC were invited as well as 110 members listed on the interest list. The City also held a Public Hearing with the City Council and the Public to discuss the Annual Action Plan. A written public notice was published for 30 days seeking public comment from the public.

### **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.

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

### **7. Summary**

**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.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administrator	LaTanya Terrones	Housing Services Department

**Table 1 – Responsible Agencies**

**Consolidated Plan Public Contact Information:**

**LaTanya Terrones, MBA**  
**Sr. Project Manager**

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

### **1. Introduction**

**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))**

This Action Plan was developed and included community input through public meetings, public notice and a public hearing. The City of Fairfield CDBG Administrator conducted outreach to nonprofit agencies, affordable housing providers, and government agencies for consultation. On January 25, 2021, the CDBG Administrator sent out a notice to the 'City's CDBG "Interested Parties" list, which is composed of over 140 individuals representing various nonprofit and public agencies throughout the City of Fairfield. This list consists of nonprofit service providers that assist low- and moderate-income households and persons with special needs; housing professionals and advocates; public agencies including other city of Fairfield departments; improvement districts; school districts; economic development organizations; community groups; and elected officials.

**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.**

Staff regularly participates in regional and local collaboratives, including but not limited to the following:

- 1) Fairfield Homeless Collaborative comprised of faith-based service providers in low-income areas,
- 2) Fairfield Homeless Roundtable, comprised of regional homeless and low-income service providers

**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 Fairfield is a leader among the entities that contribute towards the Housing First Solano Continuum of 'care's (CoC) efforts to address the needs of people at risk of or currently experiencing homelessness. The City holds seats on the Continuum of Care Board of Directors and serves as Chair of the 'CoC's Collaborative Applicant and Community Action Agency, the Community Action Partnership of Solano, Joint Powers Authority (JPA). City representatives

have participated in the review and ranking panels for Housing First 'Solano's CoC Program local competitions, Community Service Block Grant competitions, and Emergency Solutions Grant Program competitions.

The City of Fairfield participated in the biennial 2019 Solano Homeless Point in Time Count and is now utilizing the HUD recognized Homeless Management Information System to better provide resources to homeless, those at risk of homelessness, and low-income individuals and families.

The City of Fairfield adopted and follows a formal Homeless Strategy that supports the implementation of Neighbors Helping Neighbors: Forward Together. Fairfield's former City Manager was the lead proponent for raising jurisdictional investment in the expansion of Resource Connect Solano, Housing First 'Solano's Coordinated Entry System. Fairfield's Homeless Intervention 'Team's street outreach efforts assist people experiencing homelessness by connecting them to the area emergency shelters and Coordinated Entry System.

In these efforts, the City is a leading partner in the 'CoC's initiatives to understand and address the needs of subpopulations of people at risk of or experiencing homelessness, particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth. With financial and marketing support from the City, CoC and JPA, staff provides annual CoC trainings on the needs of these subpopulations. Fairfield representatives are part of CoC leadership conversations on developing strategies to address the specific needs of subpopulations, including culturally sensitive housing and supportive services programs.

**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**

The Community Action Partnership of Solano, Joint Powers Authority (JPA), of which the City of Fairfield is a founding member and current Chair, is the entity responsible for facilitating the Housing First Solano Continuum of 'care's receipt and implementation of Emergency Solutions Grant (ESG) funding.

The JPA also serves as the Homeless Management Information System (HMIS) Lead for the Housing First Solano Continuum of Care. As the HMIS Lead, the JPA is responsible for drafting the 'CoC's current set of Policies and Procedures for the administration and operation of this HMIS. JPA staff holds quarterly HMIS User Group Meetings open to any provider in the CoC using HMIS. The JPA subsidizes HMIS licensing for qualifying housing and service providers. JPA

staff also provides annual certifications and daily technical support of HMIS users throughout the Continuum of Care.

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

1	<b>Agency/Group/Organization</b>	Community Action Partnership of Solano, JPA
	<b>Agency/Group/Organization Type</b>	Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Community Action Partnership of Solano, Joint Powers Authority (CAP Solano JPA) is the entity responsible for administering Solano County's allocation of annual funding under the Community Services Block Grant Program (CSBG), an initiative of the U.S. Department of Health and Human Services. These services and funding resources are utilized to assist with services to low-income people. As the Chair and a seat holder on the JPA, the City meets monthly with the Board to identify opportunities for the coordination of public services for homeless and persons at-risk of being homeless in Fairfield.
2	<b>Agency/Group/Organization</b>	SHELTER Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless



<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Homelessness Strategy</p>
<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>SHELTER Inc. is a critical provider of housing and homeless services. The mission of SHELTER, Inc. is to prevent and end homelessness for low-income, homeless, and disadvantaged families and individuals by providing housing, services, support, and resources that lead to self-sufficiency. The City has worked with their Executive Director, Director of Programs, and the Director of Shelter Services to transition Fairfield's only failing shelter into a self-sustaining, program-based emergency shelter and increase shelter capacity. The City also works closely with their Executive Director on the Housing First Solano (CoC) Board, developing policy and procedures for Coordinated Entry and other efforts.</p>
<p><b>3 Agency/Group/Organization</b></p>	<p>Fair Housing Advocates of Northern California</p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Housing  Service-Fair Housing</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Public Housing Needs</p>

	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The City of Fairfield and Fairfield Housing Authority works closely with Fair Housing Advocates of Northern California to offer comprehensive fair housing services in the City of Fairfield. The City receives quarterly reports outlining the specific types of cases that the agency is working on. Fair Housing Advocates of Northern California helps produce a detailed picture of the issues which need to be addressed to help end housing discrimination. This helps the City to accurately react to emerging trends and provide training or outreach to end discrimination, and to inform our reporting on the Analysis of Impediments to Fair Housing Choice.</p>
4	<p><b>Agency/Group/Organization</b></p>	<p>Fairfield Housing Authority</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing PHA Other government - Local</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Lead-based Paint Strategy</p>

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Fairfield Housing Authority has been consulted through the development of the draft Annual Action Plan. The anticipated outcome included production and verification of data on recipients of Section 8 vouchers and people on the waiting list, as well as data and/or input in the Affordable Housing and Public Housing Annual Action Plan sections.
5	<b>Agency/Group/Organization</b>	City of Fairfield - Community Development
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Economic Development Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Fairfield - Community Development division was consulted through the development of the draft Annual Action Plan. (The anticipated outcome included data and/or input on the barriers to Affordable Housing and other Actions and the Lead Based Paint Annual Action Plan sections).

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

There was no decision to exclude any groups.

**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	Housing First Solano	The Continuum of Care works to end homelessness by: Facilitating multi-agency cooperation and coordination, connecting persons experiencing homelessness with housing, job employment, family, and medical resources, and securing funds from the State of California, Department of Housing and Urban Development, and private organizations to end homelessness.
City of Fairfield Housing Element	City of Fairfield	The Fairfield Housing Element addresses housing development, rehabilitation, and housing conservation. It sets forth actions the City will undertake to assist residents to maintain their homes and to help ensure that there is an adequate supply of safe, affordable housing for existing and future residents.
Neighbors Helping Neighbors: Forward Together	CAP Solano JPA	The CAP Solano JPA Neighbors Helping Neighbors: Forward Together is the 5-Year Regional Strategic Plan to Respond to Homelessness in Solano County. The Guiding Principles, Goals, and Core Strategies of Neighbors Helping Neighbors demonstrate the community's commitment to developing and supporting a Housing First Coordinated Entry System in an intentional, organized way and is incorporated into the City's formal Homeless Strategy.
City of Fairfield Analysis of Impediments	City of Fairfield	The Action Plan incorporates and funds both Fair Housing and Tenant/Landlord Counseling. Other elements of the AI are funded through the Low- and Moderate-Income Housing Fund

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

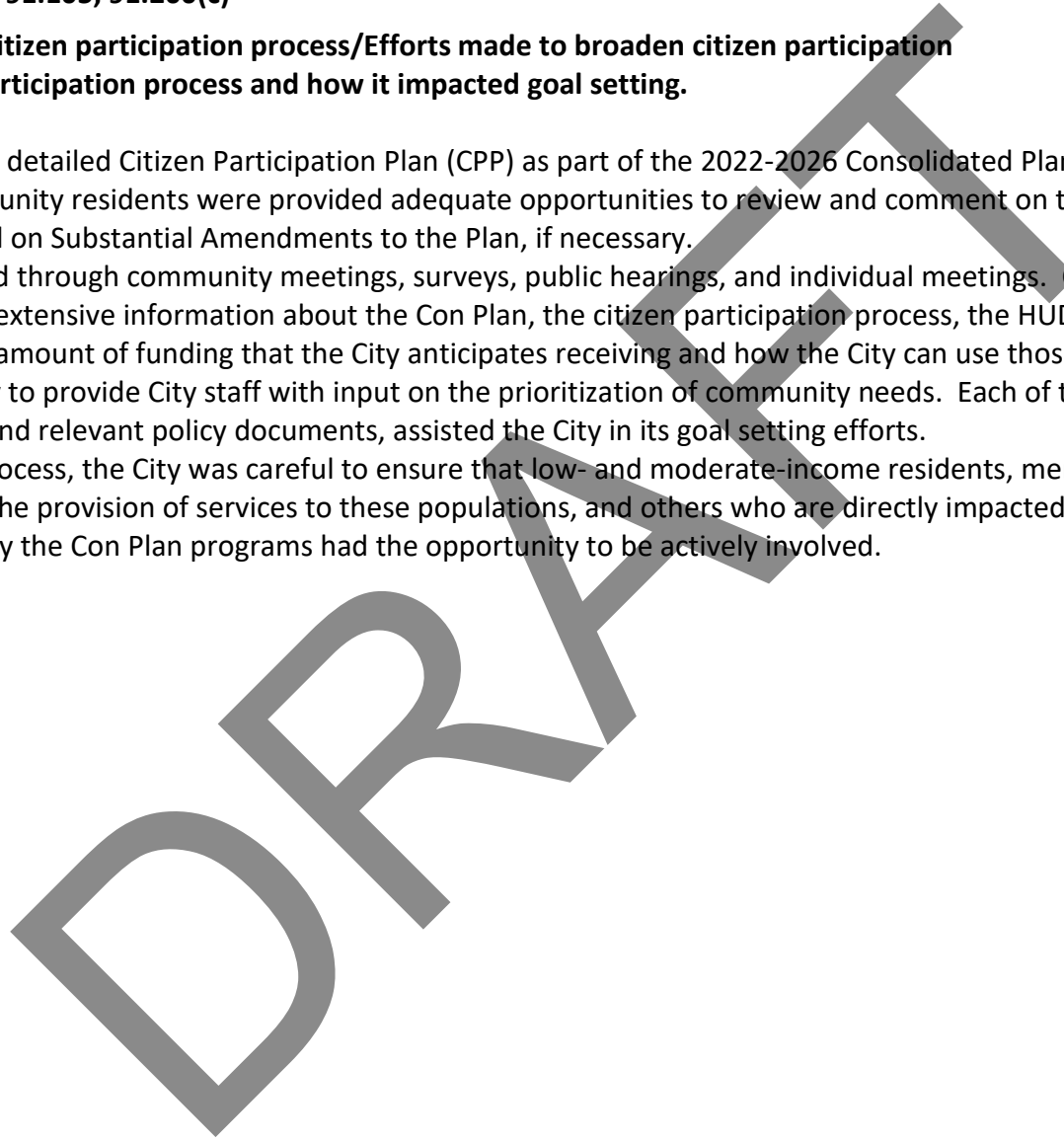
**AP-12 Participation – 91.105, 91.200(c)**

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

City staff developed a detailed Citizen Participation Plan (CPP) as part of the 2022-2026 Consolidated Plan. As required by HUD, nonprofits and community residents were provided adequate opportunities to review and comment on the original Citizen Participation Plan and on Substantial Amendments to the Plan, if necessary.

Citizens were engaged through community meetings, surveys, public hearings, and individual meetings. Citizens who participated in the process received extensive information about the Con Plan, the citizen participation process, the HUD requirements for an Entitlement City, the amount of funding that the City anticipates receiving and how the City can use those funds. Residents were given the opportunity to provide City staff with input on the prioritization of community needs. Each of these efforts, including the review of HUD Data and relevant policy documents, assisted the City in its goal setting efforts.

At each step in the process, the City was careful to ensure that low- and moderate-income residents, members of minority groups, agencies involved in the provision of services to these populations, and others who are directly impacted by the programs and activities supported by the Con Plan programs had the opportunity to be actively involved.



**Citizen Participation Outreach**

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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 and Tagalog  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing	2 members of the public attended the meeting. However because there was not a quorum, the meeting was opened and then adjourned	No comments were received	No comments were excluded	

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)
2	Public Meeting	Minorities  Non-English Speaking - Specify other language: Spanish and Tagalog  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing	No members of the public attended the 3/23/23 meeting.	No comments were received	No comments were excluded	

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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)
3	Public Notice	Minorities  Non-English Speaking - Specify other language: Spanish and Tagalog  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing	A public notice was published around April 1, 2023, to notify the public of the public hearing and to receive public comments for the Annual Action Plan			

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	Public Hearing	Minorities  Non-English Speaking - Specify other language: Spanish and Tagalog  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing				

**Table 4 – Citizen Participation Outreach**

**Expected Resources**

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

**Introduction**

**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	\$836,621	\$0	\$648,946	1,485,567	3,000,000	Prior year resources include \$46,899 in prior year entitlement, \$555,661 in Housing Revolving Loan funds, and \$46,386.25 in Economic Development revolving Loan funds.

**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.**

Although CDBG regulations do not require matching funding, many of the activities that the City intends to fund through CDBG will require additional public and private resources. CDBG funds will be used to leverage these other funding sources. The Prior Year Resources consist of the following: \$46,386 Economic Development Revolving Loan Fund, \$555,661 Housing Revolving Loan Fund, and \$46,899 Prior Year Funds. The City will use the 15% calculation of program income to fund public Service Activities. The City has a history of using CDBG funds to leverage General Fund revenue and other resources to complete sidewalk improvements and fund fair housing services and emergency shelter operations, and anticipates continuing to fund these activities similarly during the five-year planning period.

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

**Discussion**

The Housing Authority owns the property located at 315 Jefferson St. This property is currently being leased to a Homeless Shelter Operator to provide Emergency homeless services to individuals who are homeless in the City of Fairfield.

The City also owns a property that is being leased to a domestic violence operator to prevent homelessness to women and children who are impacted by domestic violence.

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## 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	Special Populations	2022	2023	Non-Housing and Community Development	City of Fairfield	Elder and Disabled	CDBG: \$75,750	Public Service Activities other than Low/Moderate Income Housing Benefit 220 Persons
2	Youth Services	2022	2023	Non-Housing Community Development	City of Fairfield	Youth Services	CDBG: \$44,743	Public Service Activities other than Low/Moderate Income Housing Benefit 50 Persons
3	Homelessness	2022	2023	Non-Housing Community Development	City of Fairfield	Homeless	CDBG: \$5,000	Public service activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted
4	Public Facilities & Infrastructure	2022	2023	Non-Housing Community Development	City of Fairfield	Infrastructure Development	CDBG:\$ 543, 804	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5,000 Persons Assisted
5	Affordable Housing	2022	2023	Affordable Housing	City of Fairfield	Affordable Housing	CDBG: \$400,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit
6	Fair Housing	2022	2023	Non-Housing and Community Development	City of Fairfield	Fair Housing	Housing Successor Funds: \$46,550	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 50 Persons Assisted
7	Administration	2022	2023	Other	City of Fairfield	Administration	CDBG: \$167,324	Other: 1 Other

**Table 6 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	<b>Special Needs Population</b>
	<b>Goal Description</b>	Increase opportunities for persons with special needs, elderly, frail elderly, and persons with physical, mental, and developmental disabilities to be housed, become more independent and be protected from discriminatory practices.
2	<b>Goal Name</b>	<b>Youth Services</b>
	<b>Goal Description</b>	Increase enrichment, life skills, and recreational opportunities for low to moderate-income youth, foster youth, and abused children.
3	<b>Goal Name</b>	<b>Homeless Services</b>
	<b>Goal Description</b>	Support and expand services to unhoused residents, including street outreach, case management, housing search assistance, emergency shelter, and other services.
4	<b>Goal Name</b>	<b>Homeless Prevention</b>
	<b>Goal Description</b>	Expand existing homeless prevention services for at-risk residents, including emergency rental assistance, legal assistance, tenant/landlord mediation, and money management for lower-income residents.
5	<b>Goal Name</b>	<b>Economic Development</b>
	<b>Goal Description</b>	Will be funded through the 'City's Revolving Loan Fund to reduce the number of persons with incomes below the poverty level and expand economic opportunities for very low- and low-income residents.

6	<b>Goal Name</b>	<b>Affordable Housing</b>
	<b>Goal Description</b>	Maintain and preserve the existing affordable housing stock, including rental units and single-family properties owned and occupied by lower-income households.
7	<b>Goal Name</b>	<b>Fair Housing</b>
	<b>Goal Description</b>	Promote the Affirmatively Furthering Fair Housing policy by eliminating discrimination in housing choice by providing fair housing counseling, investigation, mediation, enforcement, and education.
8	<b>Goal Name</b>	<b>Administration</b>
	<b>Goal Description</b>	The City will maximize the 20% funding cap towards program administration. The administration will support the development of a thriving Fairfield community, especially for low- and moderate-income persons, by providing general management, oversight, coordination, public information and engagement, and administration of the CDBG grant in a fiscally responsible manner.

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## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

#### Projects

#	Project Name
1	Financial Literacy
3	Elder Nutrition Program (2023)
4	Ombudsman Services (2023)
5	Independent Living (2023)
6	Tutoring Program (2023)
7	Youth Scholarship (2023)
8	Youth Stipend (2023)
10	CDBG Administration (2023)
11	Lee Bell Park Pathway
12	Housing Rehabilitation Program (2023)

#### Table 7 - Project Information

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

The Action Plan targets resources to residents in the 'City's lower income neighborhoods, and represents all of the highest priorities identified in the Consolidated Plan. This includes the City's most vulnerable residents who are homeless, seniors as well as youth from lower income households. The Action Plan also addresses the housing needs of lower income households, especially those in identified lower income census tracts and block groups.

Given that the homeless and special needs populations have a variety of obstacles to accessing housing and community services, the City of Fairfield continues to provide both CDBG and Housing Successor funds for these purposes. This includes homeless activities, housing

rehabilitation activities, infrastructure improvements, and public service activities that improve the quality of life for special needs groups.

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**AP-38 Project Summary**

**Project Summary Information**

<b>1</b>	<b>Project Name</b>	<b>Financial Literacy</b>
	<b>Target Area</b>	City of Fairfield
	<b>Goals Supported</b>	Homeless Prevention
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	HERA's Financial Stability Legal Services Project addresses the need of low-income Fairfield residents for legal services to address fair housing and other housing related concerns, low-income homeowner home preservation concerns, and the broad range of debt and credit problems that threaten the ability of low-income tenants and homeowners to keep their home.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 Low-to Moderate Income families
	<b>Location Description</b>	City of Fairfield
	<b>Planned Activities</b>	Provide Financial Literacy Support to individuals who are experiencing difficulties with paying rent and other bills

<b>2</b>	<b>Project Name</b>	Elder Nutrition Program
	<b>Target Area</b>	City of Fairfield
	<b>Goals Supported</b>	Special Needs Populations
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	CDBG Funds will be used to support the Meals on Wheels Elder Nutrition Program. The program provides nutritious meals daily to aid in the reduction of senior malnutrition, food insecurity and to promote senior independence and socialization through human connection. As an eyes-on program, food delivery also provides an opportunity for wellness checks and through a phone app, provides immediate feedback to the administrative office on changes or concerns that need attention. Additionally, this program helps identify other needs such as case management, fall prevention, and other services provided by Meals on Wheels and other community partners.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 seniors
	<b>Location Description</b>	Throughout the City of Fairfield
<b>Planned Activities</b>	Provide hot meals to seniors who may be home bound and at congregate locations.	
<b>3</b>	<b>Project Name</b>	Ombudsman Services
	<b>Target Area</b>	City of Fairfield

	<b>Goals Supported</b>	Special Needs Populations
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	\$12,750
	<b>Description</b>	Empowered Aging (EA, formerly Ombudsman Services of Contra Costa, Inc.) serves older and disabled adults and their families living in Contra Costa, Solano, and Alameda County. EA protects the needs and rights of those living in long-term care, most over 65, ~30% low-income, ~3,550 across Solano County, and 1,700 in Fairfield's 46 facilities. Most clients served have disabilities and impairments requiring care and assistance with at least three activities of daily living. More than half of the individuals experience the effects of dementia and co-occurring conditions such as diabetes, heart disease, mental illness, etc.
	<b>Target Date</b>	06/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	135 Senior and Disabled Individuals
	<b>Location Description</b>	City of Fairfield
	<b>Planned Activities</b>	Work with Seniors and disabled individuals who may need additional protections.
<b>4</b>	<b>Project Name</b>	Independent Living
	<b>Target Area</b>	City of Fairfield
	<b>Goals Supported</b>	Special Needs Populations
	<b>Needs Addressed</b>	Public Service

	<b>Funding</b>	\$13,000
	<b>Description</b>	Provide virtual and in-home independent living skills instruction and training to blind and visually impaired adults so they will maintain their independence and avoid institutionalization.
	<b>Target Date</b>	06/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	35 Senior and disabled low-income individuals
	<b>Location Description</b>	City of Fairfield
	<b>Planned Activities</b>	Provide independent living skills and trainings.
<b>5</b>	<b>Project Name</b>	Tutoring Program
	<b>Target Area</b>	City of Fairfield
	<b>Goals Supported</b>	Youth
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	\$17,000
	<b>Description</b>	Provide tutoring services to youth in the designated low-income communities.
	<b>Target Date</b>	06/30/2024

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 low- and moderate-income individuals
	<b>Location Description</b>	Dana Drive - 1180 Dana Drive Fairfield, CA 94533; Grande Circle - 1970 Grande Circle Fairfield, CA 94533
	<b>Planned Activities</b>	Provide tutoring services to youth in the designated low-income communities.
<b>6</b>	<b>Project Name</b>	Youth Scholarship
	<b>Target Area</b>	City of Fairfield
	<b>Goals Supported</b>	Youth
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	\$22,743
	<b>Description</b>	The Youth Scholarship program addresses the need for youth recreational activities for low-income families in the Fairfield community by enabling youth of low-income families to participate in Fairfield Parks and Recreation department 's fee-based recreation programs and events. The funds are distributed on a sliding scale, based on family income, and subsidize 25-100% of the registration fees.
	<b>Target Date</b>	06/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 low to moderate income individuals
	<b>Location Description</b>	City of Fairfield

	<b>Planned Activities</b>	Provide scholarships for recreational activities for low-income individuals.
<b>7</b>	<b>Project Name</b>	Youth Stipend
	<b>Target Area</b>	City of Fairfield; Low/Moderate Income Census Tracts
	<b>Goals Supported</b>	Youth
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	\$5,000
	<b>Description</b>	“MOVE INTO” address the needs of underserved youth in the Fairfield community by providing capacity building services to racially and ethnically diverse young people from low income households who are placed at disproportionate risk of becoming disconnected from school and community to help them prepare to move into positions of leadership, decision-making, and power at organizational, community, and governmental levels through base-building, leadership development, personal growth, and transformation.
	<b>Target Date</b>	06/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 low-income disconnected youth
	<b>Location Description</b>	2195 Union Ave Fairfield, CA 94533
<b>Planned Activities</b>	Provide stipends to low-and moderate-income disconnected youth who participate in jobs training program.	
	<b>Project Name</b>	CDBG Administration



<b>8</b>	<b>Target Area</b>	City of Fairfield
	<b>Goals Supported</b>	Administration
	<b>Needs Addressed</b>	Administration
	<b>Funding</b>	CDBG: \$167,324
	<b>Description</b>	Administration of the CDBG program.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	None
	<b>Location Description</b>	1000 Webster St. Fairfield, CA 94533
	<b>Planned Activities</b>	Administration of the CDBG Program
	<b>9</b>	<b>Project Name</b>
<b>Target Area</b>		Low/Moderate Income Census Tracts
<b>Goals Supported</b>		Public Facilities and Infrastructure
<b>Needs Addressed</b>		Non-Public Services
<b>Funding</b>		\$543,804

	<b>Description</b>	Many of the subdivisions throughout the NRSA were constructed in the 1950s & 1960s and lack basic transportation infrastructure (e.g., sidewalk, designated crosswalks, bicycle lanes). Therefore, the Sidewalk Gap Closure Project will install new sidewalks to encourage pedestrian activity by filling the missing sidewalk gaps along the pedestrian path, providing safer and more clearly defined connectivity between all residential areas, businesses, and destinations. The Lee Bell Neighborhood Park Project will install a new pathway to encourage pedestrian activity by providing a safe ADA pathway within the park. Work may also consist of new ADA ramps, driveways, curbs, and gutters. To facilitate construction, work may include the demolition of trees and landscape. The project scope is flexible and may be scaled up or down depending on available grant funding and City needs.
	<b>Target Date</b>	06/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5000 individuals in the low-income community
	<b>Location Description</b>	City of Fairfield Linear Trail
	<b>Planned Activities</b>	Enhance Pathways
<b>10</b>	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	City of Fairfield
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Non-Public Service
	<b>Funding</b>	CDBG Revolving Loan Fund: \$400,000
	<b>Description</b>	Provide grants and loans for low-income homeowners to assist with housing rehabilitation.

<b>Target Date</b>	06/30/2024
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 Low-income households
<b>Location Description</b>	City of Fairfield
<b>Planned Activities</b>	Provide loans and grants for low-income homeowners.

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**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 City of Fairfield has over 20 low-income census tracts. CDBG resources will be allocated to serve the neighborhoods with the greatest need. All Public Facilities and Infrastructure projects will take place in the low-income census tracts. All other resources will be targeted for individuals and families at or below the moderate-income levels.

In the 2022-2026 Consolidated Plan, the City continues to focus 65% of the entire grant amount annually on infrastructure and public facility improvements in the low income and minority concentration areas. Efforts related to the Housing Rehabilitation program have also been focused in the low-mod areas. The Housing Rehabilitation program allows low and moderately low-income property owners to receive loans and/or grants to rehabilitate or repair their homes.

**Geographic Distribution**

Target Area	Percentage of Funds
City of Fairfield	100%

**Table 8 - Geographic Distribution**

**Rationale for the priorities for allocating investments geographically**

Most of the public services in the City of Fairfield take place virtually or from a remote location; however, it's imperative that all low-income residents have access to the public services offered. All public services are available for low to moderate-income individuals. All public facilities projects will be allocated in the low/moderate income census tracts. This ensures that low/moderate income neighborhoods are being revitalized and, neighborhood residents have access to the facilities.

## Affordable Housing

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

#### Introduction

<b>One Year Goals for the Number of Households to be Supported</b>
Homeless
Non-Homeless
Special-Needs
Total

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

<b>One Year Goals for the Number of Households Supported Through</b>
Rental Assistance
The Production of New Units
Rehab of Existing Units
Acquisition of Existing Units
Total

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

#### Discussion

**AP-60 Public Housing – 91.220(h)**

**Introduction**

The City of Fairfield does not own any Public Housing units

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

The City does not own any public housing units.

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

The City does not own any public housing units.

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

The City does not have a troubled designation.

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

### **Introduction**

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

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

The City of Fairfield created a Homeless Services Division in 2020, which coordinates efforts with various City departments, nonprofits, partner agencies, and faith-based leaders to develop best practices and public policy. It also allows guiding participation in ongoing regional planning activities, coordinating activities, and planning for service providers, stakeholders, and affected citizens. The 'City's Homeless Services Division is in place to ensure an efficient and effective system offering everyone access to shelter, food, employment, housing, and other basic needs and opportunities. The mission of the Homeless Services Division is to reduce homelessness in Fairfield. It aims to meet the mission through the [Homeless Strategy](#):

1. Protect the health and safety of Fairfield residents
2. Increase housing opportunities & Displacement Support
3. Strengthen system of Care Services & Programs
4. Improve public policy and Community Engagement
5. Strengthen Regional Capacity to Address Homelessness

The 'City's Homeless Services Division works closely with the Fairfield Police 'Department's Homeless Intervention Team (HIT) to analyze the needs of an individual and prioritize their well-being. The HIT Team is comprised of four full-time police officers, a Community Service Officer, and a social worker that are readily available to contact people experiencing homelessness where they are and connect them to resources.

The HIT Team works with the Homeless Management Information System (HMIS), Apricot Reporting and Tracking System, and county-wide coordinated entry system to better collaborate on available resources and triage based on immediate needs. The HIT Team conducts regular regional outreach efforts in partnership with area law enforcement, social services, mental health, healthcare, shelter services, animal care, and crisis intervention teams.

**Addressing the emergency shelter and transitional housing needs of homeless people.**

The Homeless Services Division and HIT Team work collaboratively with local homeless shelters to house homeless individuals and families. This collaboration allows the HIT team to establish regional relationships with alcohol and drug dependency clinics and other service providers for transitional housing needs. Services provided within local homeless shelters are designed to engrain a sense of accountability, motivation, self-esteem, and self-sufficiency in participants: all

critical factors to transition individuals to a life outside of homelessness.

The City will continue to work with other cities in the county to expand the county-wide Coordinated Entry System and implement the homeless strategy. The City will continue to work with local service providers to create opportunities for emergency shelter, convert a regional emergency shelter to a navigation center, and partner on programs and services that help prevent and permanently reduce homelessness.

The Homeless Services Division and HIT Team have created relationships with policymakers on a local, county, state, and federal level to best access resources and affect policy. City departments regularly convene meetings with state and local elected officials to share concerns regarding the effects of chronic homelessness, including seniors and veterans, and seek assistance in accessing funding and resources to serve the homeless population better.

**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**

Along with the City of Fairfield, many agencies in and near Fairfield provide assistance to help homeless people transition to permanent housing and independent living. The City assists low-income individuals and families in avoiding homelessness through several city-supported programs, including HOME and Cal HOME programs, CDBG housing rehabilitation, VASH Vouchers, and the Housing Choice Voucher program.

The Tenant-Based Rental Assistance (TBRA) Program, funded through HOME funds, allows homeless families to secure temporary housing for up to 24 months. After 24 months on the program and completing identified program milestones, individuals may qualify to receive a preference on the City's Housing Choice Voucher Program. This final step helps them secure permanent housing.

**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 is working with multiple developers to bring new affordable housing development to



the City. The presence of new affordable housing opportunities will create space for the most vulnerable populations who may need help. The Fairhaven project opened in Spring of 2023, to assist chronically homeless individuals and families with securing affordable housing and wrap-around support services. The individuals supported by this project are directly referred by the 'County's Mental Health Department, therefore providing direct support. These housing developments allow the City to reduce the number of chronically homeless individuals.

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

### **Introduction:**

**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**

### **Discussion:**

In 2022, the Planning Division brought forth or completed multifamily development regulation and Senate Bill 9 (SB 9) Zoning Ordinance updates, traffic impact fee reductions, and the Sixth Cycle Housing Element to remove barriers to affordable housing development.

#### Heart of Fairfield Zoning Ordinance Updates

On November 9, 2022, the Planning Commission adopted Resolution No. PC2022-14 recommending that the City Council approve an Ordinance amending various sections of the Zoning Ordinance to adjust land use regulations and development standards to promote development in the Heart of Fairfield Specific Plan area. These updates include increasing permit requirement thresholds for multifamily residential projects to encourage the development of these types of projects.

Previously, multifamily residential developments involving 25 units or less required Minor Development Review approval at the Zoning Administrator level, and multifamily residential developments involving 26 or more units require Development Review approval at the Planning Commission level. The proposed Zoning Ordinance update raised the threshold from 25 units to 150 units, reducing the cost and timeframe for approval for multifamily residential developers.

#### SB 9 Zoning Ordinance Updates

On December 14, 2022, the Planning Commission adopted Resolution No. PC2022-16 recommending that the City Council approve an Ordinance amending Section 25.20.3 of the City's Zoning Ordinance to add Section 25.20.3.4 *SB 9 Development Regulations* in accordance with State law. The new regulations provide for a streamlined, ministerial process for property owners to subdivide their single-family residential properties and build additional residential units.

#### Traffic Impact Fee Reductions

On October 4, 2022, the City Council adopted Ordinance No. 2022-12 amending Chapter 25, Article XI of the Fairfield Municipal Code, which provides for various development impact fees to pay for the public costs of new development, including roadway infrastructure in the City's northeast area called the "Northeast Area Traffic Impact Fee." The adopted Ordinance effectively lowered traffic impact fees for the northeast area by about 35%, reducing the cost of residential development in the area.

#### Sixth Cycle Housing Element

The Planning Division developed a complete draft of the Sixth Cycle Housing Element in 2022, and submitted it to the California Department of Housing and Community Development (HCD) for initial review in October 2022. The Housing Element sets forth actions the City will undertake to support production of an adequate supply of safe and affordable housing for existing and future residents, preserve and rehabilitate existing affordable housing stock, protect tenants from displacement pressures, and affirmatively further fair housing throughout the entire City, so that everyone has access to opportunity.

Examples of goals, objectives, policies, and implementation actions promoting affordable housing, include:

- Goal A. Provide a variety of housing opportunities for all income groups throughout the city, including different housing types, unit sizes, design, amenities, locations, and tenure.
- A-5. Facilitate a mix of affordability levels in residential projects and dispersal of such units to achieve greater integration of affordable housing throughout the community.
- Goal B. Increase the production of housing affordable to lower-income households – including extremely-low-income households – and moderate-income households to meet housing needs.
- B-3. Assist developers interested in developing new affordable housing for all income groups (extremely low-, very low-, low- and moderate-income households).
- Action 1.2 Inclusionary Housing. Explore feasibility of an inclusionary housing program with an in-lieu fee payment option. Once fee is established, target in-lieu fee application or construction of affordable projects in moderately resource areas and specific plan areas.

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

### **Introduction:**

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

A shortage of funding for affordable housing, homeless services, and community development activities is the primary obstacle to meeting underserved needs in Fairfield. The City of Fairfield actively pursues federal, state, local, and private funding sources to address underserved needs. It will continue exploring new and existing funding sources during the planning period and subsequent years.

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

- Continue to partner with local and regional housing developers to entitle and complete new affordable housing options for the Citizens of Fairfield
- Provide fee deferrals.
- Provide Section 8 Housing Choice Vouchers to low-income households through the Fairfield Housing Authority
- Efforts to ensure that City zoning regulations and other policies support the development of affordable and special needs housing, including Accessory Dwelling Units
- Monitor properties with affordability restrictions to determine when restrictions are set to expire and work with property owners to maintain affordability
- Encourage the development of second-dwelling units as another source of affordable housing, especially for senior citizens and individuals
- Provide fee credits for affordable housing developers
- Provide first-time homebuyer down payment assistance

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

The City has developed a Lead-Based Paint Implementation Plan (LBP Plan) that describes the actions to be taken and the responsibility for compliance with lead-based paint abatement regulations (24 CFR 35 and Title X of the Housing and Community Development Act of 1992) under each of its existing affordable housing programs. The City will continue to ensure that any homes constructed before 1978, which are assisted through the 'City's Homeowner Housing Rehabilitation Program, will follow lead-based paint abatement requirements.

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

Fairfield's ongoing economic development efforts help to stimulate economic expansion and job growth, potentially providing employment opportunities that will serve as a means for local lower-income households to earn incomes sufficient to overcome poverty.

In addition, to reduce poverty, the City of Fairfield utilized CARES ACT funding (CDBG-CV3) to

fund an eviction prevention program that assists with payment of past due rent, housing counseling, and Legal Services. The City plans to continue to include some level of eviction prevention annually as part of the COVID-19 recovery activities(Are we really?).

On an ongoing basis, the City of Fairfield addresses poverty more broadly through City programs and cooperation with other governmental agencies and local service organizations. The City's affordable housing policies discussed in the Consolidated Plan assist in providing affordable housing to lower-income households. Affordable housing is a necessary first step in overcoming poverty for many low-income households. Most households experiencing high housing cost burdens, overcrowding, or other unstable living environments are often unable to overcome poverty without first securing suitable affordable housing.

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

Work in conjunction with the Fairfield Housing Authority. The City of Fairfield Housing Services Department will continue to work closely with the Fairfield Housing Authority to ensure quality housing for all low-income City residents. The working relationship between these organizations is strong and facilitative. The Housing Authority is a division of the Housing Services Department; therefore, communication is typically direct and immediate. As a result, gaps in program or service delivery are typically not the result of poor institutional structure or lack of intergovernmental cooperation but rather due to shortcomings in available resources.

Participate on the Board of the Homeless Continuum of Care. The City shall continue its active participation in the Solano County Continuum of Care, which is critical in coordinating services between public agencies, affordable housing providers, and social service agencies. Representatives from the City of Fairfield City Manager's Office and Fairfield Police Department plan to continue to serve on the Continuum of Care Governing Board to further these efforts.

Participate in Regional Steering Committee on Homelessness and Housing. The Homeless Services Division will continue to attend the Homeless Continuums of Care (CoCs) regional meeting for the Bay Area, working with the other CoCs to end homelessness and increase the affordable housing stock to people with incomes from 0-30% AMI.

Coordinate with Nonprofits and Service Providers. The City of Fairfield will continue to engage in ongoing internal coordination with other agencies to address affordable housing, homelessness, and community development needs in the City. It will continue this coordination during the 2023-24 program year.

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

The Housing Services Department will work closely with other City departments and the community to develop programs and activities that improve Fairfield's low- and moderate-

income neighborhoods. The administration of program activities includes housing, public facility and infrastructure improvements, public and social service activities, and economic development activities. Moreover, the City collaborates with public agencies, for-profit agencies, faith-based organizations, and nonprofit organizations to leverage the identified programs and services.

In addition, on an ongoing basis, the City of Fairfield works with affordable housing developers to construct and manage affordable housing in the City and with County agencies and nonprofit service providers to provide social services to residents. The City will continue to support these entities to achieve affordable housing, homeless services, and community development goals during the program year and subsequent years.

**Discussion:**

As part of the City of Fairfield's ongoing efforts to address the housing and neighborhood revitalization needs of the community, the City has been and will continue to explore additional/alternative funding sources.

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## Program Specific Requirements

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

#### Introduction:

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

##### Reference 24 CFR 91.220(l)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed
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
3. The amount of surplus funds from urban renewal settlements
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.
5. The amount of income from float-funded activities

Total Program Income

#### Other CDBG Requirements

1. The amount of urgent need activities